

**CERTIFICATE OF ADOPTION  
OF  
LEASING INFORMATION POLICY  
OF  
INWOOD FOREST COMMUNITY IMPROVEMENT ASSOCIATION**

STATE OF TEXAS           §  
  §     KNOW ALL PERSONS BY THESE PRESENTS:  
COUNTY OF HARRIS       §

**WHEREAS**, the Board of Director (the "Board") of Inwood Forest Community Improvement Association, a Texas non-profit corporation (the "Association") is charged with administering and enforcing those certain covenants, conditions, and restrictions encumbering the Inwood Forest community (the "Community"); and

**WHEREAS**, Chapter 209 of the Texas Property Code was amended effective September 1, 2021, to amend Section 209.016(d) and add Section 209.016(e) thereto ("Section 209.016"); and

**WHEREAS**, Section 209.016 allows a property owners' association to request certain information regarding a lease or rental applicant; and

**WHEREAS**, the Board has determined that in connection with the adoption of a policy concerning leasing information, it is appropriate for the Association to adopt the policy described herein below; and

**WHEREAS**, the Bylaws of the Association provide that a majority of the members of the Board shall constitute a quorum for the transaction of business and that the action of a majority of the members of the Board at a meeting at which a quorum is present is the action of the Board; and

**WHEREAS**, the Board held a meeting on the 10<sup>th</sup> day of November, 2021 (the "Adoption Meeting"), at which at least a majority of the members of the Board were present and duly passed the policy described herein below (the "Leasing Policy").

**NOW, THEREFORE**, to give notice of the matters set forth herein, the undersigned, being the President of the Association, does hereby certify that at the Adoption Meeting, at least a majority of the members of the Board were present and the Board duly adopted the Leasing Policy. The Leasing Policy is effective upon recordation of this Certificate in the Official Public Records of Real Property of Harris County, Texas, and supplement any restrictive covenants, guidelines or policies regarding leasing which may have previously been in effect for the Community, unless such restrictive covenants, guidelines or policies are in conflict with the Leasing Policy, in which case the terms in the Leasing Policy will control. The Leasing Policy is as follows:

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1. **Information.** At the Board's discretion, the Association may, but is not required to, send a property owner a written request to submit the following information to the Association regarding a lease or rental applicant:
  - a. Contact information, including the name, mailing address, phone number, and e-mail address of each person who will reside at the property in the Community under a lease; and
  - b. The commencement date and term of the lease.
2. **Time Frame.** The above information, if requested by the Association, shall be provided to the Association's then current Community manager on or before the time frame set forth in the Association's written request.
3. **Notice.** Notice to the Association must be sent to the Association's then current Community manager. Notice to the owner may be sent to the owner by email. An email address provided by the owner or used in communication with the Association shall be sufficient.

EXECUTED on the date of the acknowledgment set forth herein below, to be effective as set forth above.

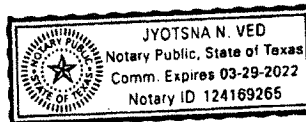
**INWOOD FOREST COMMUNITY IMPROVEMENT ASSOCIATION**, a Texas non-profit corporation

By: Julie Marinucci  
Julie A. Marinucci, President

THE STATE OF TEXAS    §  
                                  §  
COUNTY OF HARRIS    §

This instrument was acknowledged before me on Dec 3rd, 2021, by Julie A. Marinucci, President of INWOOD FOREST COMMUNITY IMPROVEMENT ASSOCIATION, a Texas non-profit corporation, on behalf of said corporation.

Jyotsna N. Ved  
Notary Public, State of Texas



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# Pages 3  
12/07/2021 02:58 PM  
e-Filed & e-Recorded in the  
Official Public Records of  
HARRIS COUNTY  
TENESHIA HUDSPETH  
COUNTY CLERK  
Fees \$22.00

RECORDERS MEMORANDUM  
This instrument was received and recorded electronically  
and any blackouts, additions or changes were present  
at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or  
use of the described real property because of color or  
race is invalid and unenforceable under federal law.  
THE STATE OF TEXAS  
COUNTY OF HARRIS  
I hereby certify that this instrument was FILED in  
File Number Sequence on the date and at the time stamped  
hereon by me; and was duly RECORDED in the Official  
Public Records of Real Property of Harris County, Texas.



*Tenesia Hudspeth*  
COUNTY CLERK  
HARRIS COUNTY, TEXAS