



Las Colinas  
ASSOCIATION

## ***Selling or Refinancing of Residential Property in the Las Colinas Development***

The Las Colinas Association is the Property Owner's Association for the Las Colinas Development. Anyone who purchases property within the deed restricted area of Las Colinas automatically becomes a member of and pays annual assessments to the Association. They may also pay dues/assessments to one of the homeowner's associations listed below. **A Resale Certificate is one method that the Owner(s) or Owner(s) Representative/Agent, may obtain information for homes located within the deed restricted area of Las Colinas and is described below.**

**Resale Certificate** - Meets the requirements under section 207.003, Texas Property Code

**SUBMIT THE ATTACHED REQUEST FORM WITH PAYMENT FOR THE DOCUMENT PROCESSING FEE:**

- \*Individual Residential Home or under construction, individual Condo, Townhome or Villa: **\$150.00**
- \*Residential (Vacant Lots): **\$125.00**
- \*Certificate updates, buyer or exhibits, within 180 days of issuance: **\$75.00**

Pay at [www.lascalinas.org](http://www.lascalinas.org) with Visa or MasterCard and receive an immediate confirmation or by Check made payable to the Las Colinas Association.

Complete the request form, by typing or printing to ensure the information is legible, include correct mailing addresses, and SIGN (Owners or Owners Representatives signature is required). Email the signed request to [RESALE@LASCOLINAS.ORG](mailto:RESALE@LASCOLINAS.ORG) or mail to the Association at the address listed below. You will receive an email with the expected completion date after all information/documentation is received and the request is placed on the schedule. REQUESTS RECEIVED WITHOUT PAYMENT WILL BE RETURNED. Requests received with payment will be processed within 10 (ten) business days.

**Additional dues/assessments may be collected by the Communities with a separate HOA listed below. Their management's contact information may be found on the Association's website.**

[Avalon Square Townhomes \(aka: La Palazzi Plat\)](#)

[Bridges of Las Colinas \(The\)](#)

[Brownstones at Las Colinas \(The\)](#)

[Cottonwood Hill Estates HOA](#)

[Cottonwood Valley HOA](#)

[Country Club Place Condominiums](#)

[Emerald Park](#)

[Emerald Valley Villas Townhomes](#)

[Enclave at Riverside Village HOA](#)

[Enclave at TPC/Windsor Ridge HOA](#)

[Encore of Las Colinas](#)

[Estates of Escena HOA](#)

[Fairway Vista \(Las Colinas\) HOA](#)

[Fortune Villas](#)

[Fox Glen HOA](#)

[Grand Treviso Condominiums](#)

[Hackberry Creek Village & Estates HOA](#)

[Hunter Valley Townhomes Owners Association](#)

[Hunters Ridge Townhomes Association](#)

[Irving Emerald Valley HOA](#)

[La Villita \(SINGLE FAMILY\) - Las Colinas Association](#)

[La Villita \(CityHomes/Centex\) Condominiums](#)

[La Villita Homeowners Association \(Portrait Townhomes\)](#)

[Lakes of Las Colinas Homeowners Association, Inc.](#)

[Mandalay Place at Las Colinas HOA \(aka: Ladera Village\)](#)

[Millswood Square/Vista Ridge \(Las Colinas Association\)](#)

[North Hills Estates](#)

[Northshore Townhomes](#)

[Parkside East \(only 11 lots on Ivy Hill\)](#)

[Positano Condominium Association, Inc.](#)

[Quail Run Condominiums](#)

[Riverside Village HOA](#)

[Terraces of Las Colinas](#)

[Townhomes at Lake Carolyn/Amlis Las Colinas Urban Center](#)

[University Hills - Las Colinas Association](#)

[University Park Estates HOA](#)

[Villas at Emerald Park HOA](#)

[Villas at Las Colinas HOA](#)

[Villas at Mustang Park HOA](#)

[Villas at the Studios HOA](#)

[Villas of Alto Vista - Las Colinas Association](#)

[Villas of Escena HOA](#)

[Vista Ridge \(Las Colinas Only\)](#)

[Vue Las Colinas HOA](#)

[Waterside](#)

[Windsor Ridge HOA](#)



# RESALE CERTIFICATE REQUEST

The Resale Certificate will include the Association's Restrictive Covenants, Bylaws, Certificate of Insurance, Operating Budget, Balance Sheet, and a Statement of Account for the Property.

**SUBMIT THIS REQUEST WITH PAYMENT FOR THE DOCUMENT PROCESSING FEE:**

Individual Residential Home or under construction, Individual Condo, Townhome, Villa: **\$150**

Residential Vacant Lot: **\$125** Certificate updates, buyer or exhibits, within 180 days of issuance: **\$75.00**

**PAY AT WWW.LASCOLINAS.ORG WITH VISA OR MASTERCARD OR BY CHECK MADE PAYABLE TO THE LAS COLINAS ASSOCIATION.**

COMPLETE THIS FORM BY TYPING OR PRINTING TO ENSURE THE INFORMATION IS LEGIBLE. FILL OUT COMPLETELY (include correct mailing addresses) and SIGN (Owners or Owners Representatives signature is required). Email the signed request to RESALE@LASCOLINAS.ORG or mail to the Association at the address listed below. You will receive an email with the expected completion date after all information/documentation is received and the request is placed on the schedule. REQUESTS RECEIVED WITHOUT PAYMENT WILL BE RETURNED. Requests received with payment will be processed within 10 (ten) business days.

Date: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

\*\*\*\*\*

Attn: Resale Department
LCA# _____
OFFICE USE ONLY
Revised September 14, 2021.

### OWNER or OWNER'S REPRESENTATIVE/AGENT MAKING THE REQUEST:

**\*REQUIRED INFO**

\_\_\_\_\_  
\*Name

\_\_\_\_\_  
\*Company

\_\_\_\_\_  
\*Address

\_\_\_\_\_  
\*City, State, Zip

\_\_\_\_\_  
\*Phone                      Cell

\_\_\_\_\_  
\*Email

The undersigned Owner or Owner(s) Representative or Agent, requesting this Resale Certificate agrees to provide the Owner(s) with a copy of the document immediately upon receipt:

————— **\*SIGNATURE REQUIRED** —————

The certificate will be placed in a Secure Dropbox. Dropbox Login instructions will be emailed to the Requestee, Title Co. and Owner.

### TITLE COMPANY: \*REQUIRED INFO

\_\_\_\_\_  
\*Name

\_\_\_\_\_  
\*Company

\_\_\_\_\_  
\*Address

\_\_\_\_\_  
\*City, State, Zip

\_\_\_\_\_  
\*Phone                      Cell

\_\_\_\_\_  
\*Email

\_\_\_\_\_  
General File Number                      \*Closing Date

### PROPERTY OWNER: \*REQUIRED INFO

\_\_\_\_\_  
\*Current Property Owner Name

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone                      Cell

EMAIL ADDRESS REQUIRED - LEGAL OWNER WILL BE EMAILED DROPOX LOGIN INSTRUCTIONS WHEN RESALE IS COMPLETED

### PURCHASER/BUYER: \*REQUIRED INFO

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone                      Cell

\_\_\_\_\_  
Email

### OWNER'S REALTOR:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

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