

**THE GREENS OF PARK RIDGE  
HOMEOWNERS ASSOCIATION, INC.**

**ADMINISTRATIVE RESOLUTION NO. 2020-02**

**Resale Certificate Fees**

**WHEREAS**, Article VIII, Section 1(c) of the Amended and Restated Bylaws for The Greens of Park Ridge Homeowners Association, Inc. (“Association”) provides that the Board of Directors (“Board”) shall have power to exercise for the Association all powers, duties and authority vested in or delegated to the Association and/or the Board, not reserved to the Membership by other provisions of the Bylaws, Articles of Incorporation, or the Declaration; and

**WHEREAS**, pursuant to Section 55.1-2316 of the Resale Disclosure Act, community associations are required after July 1, 2023, to publish and make available a schedule of the applicable fees (i) for preparation and delivery of the resale certificate, updated resale certificate, and financial update; (ii) for the inspection of a property; and (iii) related to any post-closing costs; and

**WHEREAS**, it is the intent of the Board to exercise this power with respect to various services provided by its management agent in connection with the production of resale disclosure documents.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

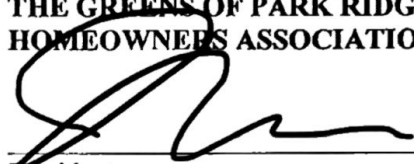
The following fees shall be levied to assist the Association in the defrayal of the costs incurred by the Association in the execution of the various aspects of the production of resale disclosure documents. The schedule of service fees is as follows:

Preparation and delivery in paper form .....	\$211.96
Preparation and delivery in electronic form .....	\$176.64
Inspection .....	\$141.31
Additional Inspection .....	\$141.31
Resale certificate update .....	\$70.66
Post-closing fee .....	\$70.66
Expedite inspection, preparation and delivery of resale certificate .....	\$70.66
Additional hard copy of resale certificate .....	\$35.33

EFFECTIVE DATE OF RESOLUTION

This resolution was approved on this 16<sup>th</sup> day of November 2023  
by the Board of Directors for The Greens of Park Ridge Homeowners Association, Inc.

**THE GREENS OF PARK RIDGE  
HOMEOWNERS ASSOCIATION, INC.**

  
resident 12/21/23

#2918052v1

**FOR ASSOCIATION RECORDS**

I hereby certify that a copy of the foregoing Resolution was published or distributed to the owners/members of The Greens of Park Ridge Homeowners Association, Inc., on this 27<sup>th</sup> day of December, 2023.

  
Management Agent