

Document Retention Policy

RIVER RUN ASSOCIATION, INC.

Filed for Record in:
BRAZOS COUNTY

On: Jan 22, 2013 at 02:53P

As a
Recording

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I. Introduction


Pursuant to the dedicatory instruments granting power in the Board of Directors of the River Run Association, Inc. and as required by Texas Property Code § 209.005(m), the Board of Directors hereby adopts this Document Retention Policy. This policy sets the minimum length of time that documents will be preserved.

II. Terms

The association hereby sets the following policy for retaining documents:

- | | |
|--|-------------------------|
| 1. Dedicatory instruments including certificates of formation, bylaws, restrictive covenants, and all amendments to the certificates of formation, bylaws, and covenants | Permanently |
| 2. Financial books and records | 7 years |
| 3. Account records of current owners | 5 years |
| 4. Contracts with a term of one year or more | 4 yrs after completion |
| 5. Minutes of meetings of the owners and the board | 7 years |
| 6. Tax returns and audit records | 7 years |
| 7. Records known to be relevant to litigation or potential litigation | 10 yrs after litigation |
| 8. All other documents not previously characterized | 5 years |

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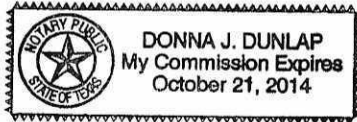

_____, as the President of ~~Southern Trace~~
Home Owners' Association, Inc. River Run


STATE OF TEXAS
COUNTY OF BRAZOS

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§

This instrument was acknowledged before me on the 22 day of January, 201² by

J. Timothy Lightfoot, as the President of River Run Association, Inc. a Texas nonprofit corporation,
on behalf of said corporation.




NOTARY PUBLIC in and for
The State of Texas

10-21-2014
Date commission expires

AFTER RECORDING, PLEASE RETURN TO:

River Run Association, Inc.
c/o Association Services
427 DELLWOOD ST
Bryan, TX 77801 USA

PREPARED BY:

Burns & Reyes-Burns, PLLC
205 South Hill Street
Caldwell, Texas 77836
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