



BUILDER/AGENT INFORMATION SHEET

www.maplehillshomes.com

Below is some information that you will need to know about Building in this community. Some of this will need to be included in your listing information and information that your buyer's will need to know.

MAILBOXES: all mailboxes have to be uniform and ordered from the developer's vendor. The price is \$250 and this includes installation. The box design will be like that in the photograph. All mailboxes must be paid for when they are installed and payment will be made directly to vendor. When you are ready for the mailbox, just call Mark Black at (931)-552-1126 and arrange to have the box installed for you. Please try to call 10 to 14 days prior of when you need it.



ASSOCIATION INFORMATION:

We have hired Ghertner & Company to manage the master homeowners association. This association will be over entire neighborhood. They will take care of all maintenance of the entrances, sidewalks, streetlights, recreation area, greenspace, etc. The main thing that needs to be communicated with your real estate agent is that there is an association and that fees need to be collected at the time of closing.

FEE SCHEDULE FOR MAPLE HILLS:

- ◆ \$150 per year association dues. **PAYABLE TO MAPLE HILLS MASTER HOME ASSOC.**
(This will be prorated at closing .After that the homeowner will be billed annually.)
- ◆ \$50 initiation fee (one time fee at closing) **PAYABLE TO MAPLE HILLS MASTER HOME ASSOC.**
- ◆ \$150 transfer fee (fee at closing each time property transfers) **PAYABLE TO GHERTNER & COMPANY**

All these fees should be a buyer expense and considered part of the closing cost, however the builder can pay these for the buyer if they choose to.

All fees need to be mailed to the address below by your closing attorney.

Maple Hills Master Home Association
c/o Ghertner & Company
50 Vantage Way
Suite 100
Nashville, TN 37228

IMPORTANT: Items that need to given to buyer at closing....

- 1) copy of restrictions
 - 2) copy of by-laws
 - 3) Signed copy of master association information sheet (see attached)
- Restrictions & by-laws can be found at www.maplehillshomes.com

Contact information:

Developer:
Bill Hall & Janet Hall
931-320-0246 / 615-330-0988
email: halljane@realtracs.com

Association management Co:
Rick Hollis 615-277-0353
email: rick.hollis@ghertner.com

MAPLE HILLS MASTER ASSOCIATION

General Information for Agents and Buyers

The homes in Maple Hills are in a Master Community Association. Owners are obligated to comply with governing documents (Master Deed and By-laws), and to pay Association fees, which are \$150 per year.

At closing, the following fees are to be collected:

- Association fee for current year, prorated according to the number of days of ownership, payable to the Association.
- Intiation Fee of \$50, payable to the Association.
- \$150 transfer fee, payable to Ghertner & Company.

After closing, the following are to be forwarded to Ghertner & Company as Managing Agent for the Association:

- Association fee and transfer fee as described above.
- Documentation of owner change, including new owner name(s). If telephone numbers will remain the same, please include.

General Information:

- For written confirmation of the fees due, fax request to CAM Dept., Ghertner & Company at 615-259-4540.
- Agent is to provide buyer a copy of governing documents at closing.
- Ghertner & Company will send each new owner a letter stating how to pay the Association fee, and a brochure describing living in a community association.
- After closing, owners mail Association fees directly to the Association's bank lock box, not to the Managing Agent.
- Property Manager is Rick Hollis. Phone number is 615-277-0353; email rick.hollis@ghertner.com; fax 615-259-4540.

_____	_____
Buyer	Date
_____	_____
Buyer	Date
_____	_____
Agent	Date