

Denton County  
Juli Luke  
County Clerk

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Instrument Number: 56800

ERecordings-RP

AFFIDAVIT

Recorded On: May 27, 2025 04:30 PM

Number of Pages: 5

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" Examined and Charged as Follows: "

Total Recording: \$41.00

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\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*

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.

**File Information:**

Document Number: 56800  
Receipt Number: 20250527000710  
Recorded Date/Time: May 27, 2025 04:30 PM  
User: Calinda B  
Station: Station 20

**Record and Return To:**

Simplifile



STATE OF TEXAS  
COUNTY OF DENTON

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Denton County, Texas.

Juli Luke  
County Clerk  
Denton County, TX

**AFFIDAVIT FOR FILING DEDICATORY INSTRUMENTS**

STATE OF TEXAS           §  
  §  
COUNTY OF DENTON       §

**KNOW ALL BY THESE PRESENT:**

WHEREAS section 202.006 of the Texas Property Code requires that a property owners' association file its dedicatory instruments in the real property records of the county in which the property is located, and

WHEREAS the Castlewood Homeowners' Association, Inc. is a property owners' association as the term is defined in the Texas Property Code and has property located in Denton County, Texas,

NOW THEREFORE, true copies of the following dedicatory instruments of the Castlewood Homeowners' Association, Inc. which have not been previously filed in the public records of Denton County are attached hereto, including:

- ***Self-Help and Forced Maintenance Enforcement Procedure***

FURTHER, other dedicatory instruments of the Castlewood Homeowners' Association, Inc. have already been filed in the public records of Denton County as these documents supplement the previously filed documents.

SIGNED on this the 23<sup>rd</sup> day of May, 2025.

Castlewood Homeowners' Association, Inc.

By: Spectrum Association Management, L.P.

By: *Shelby Welch*  
Shelby Welch  
Spectrum Association Management, L.P.  
Managing Agent

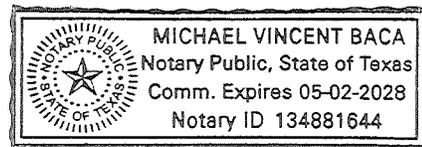
State of Texas           §

County of Bexar       §

This Instrument was acknowledged and signed before me on 23, May, 2025 by Shelby Welch, representative of Spectrum Association Management, the Managing Agent for Castlewood Homeowners' Association, Inc., on behalf of said association.

*[Signature]*  
Notary Public, State of Texas

After Recording Return To:  
Spectrum Association Management  
Attn: Transitions  
17319 San Pedro, #318  
San Antonio, TX 78232



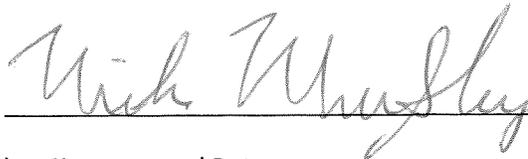


**Self-Help and Forced Maintenance Procedure for  
Castlewood Homeowners' Association, Inc.**

Status	Violation Procedure	Action Required
1 <sup>st</sup> Report / Sighting	(CN) Send Courtesy Notice	21 days to correct.
2nd Report / Sighting	(FMX) Send Second Notice with the intent to send a contractor to resolve the violation if not resolved within 21 days (sent certified mail).	21 days to correct.
3rd Report / Sighting	(ENFORCE) Schedule Maintenance with contractor with the costs associated with resolving violation to be charged to the owner.	Contractor to cure violation.

*\*\*Section 209.006, Texas Property Code provides that an owner is not entitled to prior notice and opportunity to cure if the owner has received any notice and not cured the same or similar violation in the preceding six months. The Association at this time can exercise any rights related to the violation under this policy of which the owner has previously been given notice for.*

EFFECTIVE: 4/1/2025



Authorized Board Member Signature and Date

**General Policy**

If a homeowner contacts management with the intent to correct a violation and asks for an extension, The Board shall grant such extension if it deems the extension reasonable. The decision to grant an extension may be based on violation severity, prior violation history, or other factors that may influence the Board's decision. If the homeowner does not cure the violation after the extension period, the homeowner will be immediately referred to the attorney, or the process will be resumed at the last level of the process.

**Attorney Procedure**

It is the option of the Board of Directors to decide when and if an account goes to the attorney. The decision to escalate an account to the attorney may be based on violation severity, prior violation history, or other factors that may influence the Board's decision. Once an account is turned over to the attorney's office, the attorney will send the homeowner a letter of representation and a demand for compliance with the Association's governing documents. If the homeowner does not respond, the attorney will pursue all available action to cure the violation through the court/legal system. If allowable by law and the Association's Declaration of Covenants, all attorneys' fees/court costs shall be the homeowner's responsibility and shall be charged to the homeowner's account and the money due shall be subject to the collection policy.

**Self Help and Forced Maintenance Procedure**

In the event of the failure of owner to comply with the above requirements after 21 days written notice thereof, the Association or their designated agent may, in addition to any and all remedies, without liability to the owner, builder, or any occupants of the lot in trespass or otherwise, enter upon (and / or authorize one or more others to enter upon) said lot abate or remove, using such force as may be reasonably necessary, any erection, thing, or condition which violates this Declaration, the By-Laws, the rules and regulations, or the use restrictions. Unless an emergency situation exists, the Board shall give the violating Unit or Lot Owner 21 days' written notice of its intent to exercise self-help. All costs of self-help, including reasonable attorney's fees actually incurred shall be assessed against the violating Unit or Lot Owner and shall be collected as provided by the collection policy of assessments.

**Other**

This policy may be amended and/or adjusted by the Board of Directors from time to time without notice. Homeowners are advised that they should contact the management company to request the most recent version of this policy if they have a question and/or need assistance in making payment arrangements.

EFFECTIVE: 4/1/2025

  
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Authorized Board Member Signature and Date