

Amity Community Management Group, LLC

Dear Regency Point Townhome Association, Inc. Unit Owner;

Welcome to Amity Community Management Group!

We would like to take this opportunity to welcome you to Regency Point, and hope you find this community a wonderful place to call home. Our office is conveniently located in the 96 Beach Walk Co-Working Building off Highway 105 W just before McCaleb Rd. in Conroe.

Regency Point Townhome Association, Inc. www.regencypt.com

96 Beach Walk Blvd., Suite 207

Conroe, TX 77304

Office 936-703-5256

Fax 936-703-5258

Office Hours:

Mon-Thurs 9am to 4pm

Friday's 9am to 12pm

*Closed daily for Lunch 12pm to 1pm

** 24 Hour on call Maintenance Emergency

Invoices for your community are emailed monthly, please complete the Owner – Tenant Information Form so that we have your correct contact information.

The operation of your Association is governed by a board of volunteer directors. The Board of Directors is elected by the community to oversee the daily functions and financial responsibilities of the Association. The Board is also responsible for maintaining members' compliance with the established covenants and bylaws of the Association. They have specific provisions regarding what can and cannot be done on your property. Please take time to read through the Bylaws and Covenants documents you received during your home purchase process.

Sincerely,

Jennifer Stanley
Owner/Community Manager
info@acmg.solutions
www.acmg.solutions

Regency Point Townhome Association, Inc.

INFORMATION UPDATE

OWNER - TENANT

UNIT: _____

DATE: _____

To ensure we have the most accurate contact information, please complete all the sections below and send back to this office. **STATE LAW 209.016 of the Property Code:** If you own property and have tenant(s) living on property, please provide their name/mailing address/phone number/email address and term of lease. Thank you!

PLEASE PRINT -

PROPERTY ADDRESS: _____

OWNER'S NAME: _____

OWNER'S MAILING ADDRESS: _____

CELL PHONE #1 _____ CELL PHONE#2 _____

PRIMARY EMAIL: _____

SECONDARY EMAIL: _____

TENANT'S NAME(S): _____

TENANT'S NAME(S): _____

LEASE TERMS: FROM _____ TO _____

MAILING ADDRESS: _____

CELL PHONE #1 _____ CELL PHONE#2 _____

PRIMARY EMAIL: _____

SECONDARY EMAIL: _____

Regency Point Townhome Association, Inc.

Contacts

FOR COORDINATION OF ACCESS TO POOL/SPORTS COURT/BOAT RAMP, & ASSOCIATION DOCUMENTS -
CONTACT: AMITY COMMUNITY MANAGEMENT GROUP.

Jennifer Stanley – Community Manager jstanley@acmg.solutions

Office Hours:

Mon-Thurs 9am to 4pm
Friday's 9am to 12pm

*Closed daily for Lunch 12pm to 1pm ** 24 Hour on call Maintenance Emergency

Pay Dues Monthly Online – using GOOGLE CHROME payments can be made via www.regencypt.com (Convenience fees apply.) Create an account, follow the prompts, and enter the amount being paid. You will immediately get a receipt of payment.

HOA Dues can also be paid with check or money order to Regency Point Townhome Association, and mailed to 96 Beach Walk Blvd., Suite 207, Conroe, TX. 77304, or in office with money order, cashier check or personal check. We do not take cash in the office. We do not take payments over the phone.

MAILBOX KEYS: Montgomery Post Office 936-597-4222
21359 Eva St. M-F 9a-4:30p
Montgomery, TX 77356 SAT 9a-noon

SETTING UP WATER SERVICE, SEWER ISSUE:
Hays Utility 936-588-1166
P.O. Box 2002
Conroe, Texas 77305

SETTING UP ELECTRIC SERVICE, OR ELECTRICAL ISSUE:

SETTING UP CABLE – INTERNET - STREAMING, OR ISSUE WITH:

Optimum	1-866-967-8468
Consolidated	1-844-968-7224

OTHER IMPORTANT NUMBERS:

Any Emergency	911
County Sheriff	936-760-5871
Conroe Fire Department	936-760-4688
Constable Pct. 1	936-539-7821
San Jacinto River Authority	936-568-1111
Montgomery Post Office	936-597-4222
Montgomery County Memorial Library	936-788-8314
Sewart-West Branch	

Regency Point Townhome Association, Inc.

Boat Slip Assignments (PLEASE PRINT)

UNIT #: _____ DATE: _____

BOAT SLIP LOCATION: Please indicate your slip location, if it is numbered and notate multiple slips.

BULKHEAD: _____

LONG DOCK: _____

COVERED DOCK: _____

UNIT OWNER'S NAME: _____

MAILING ADDRESS: _____

CONTACT NUMBER: _____

Please fill out completely and send back to this office.
Thank You.

Regency Point Townhome Association, Inc.

Front Entrance Gate - Programming Form

LISTING IN THE ELECTRONIC DIRECTORY WILL BE DISPLAYED BY LAST NAME AND FIRST INITIAL

UNIT #: _____

DATE: _____

OWNER'S NAME: _____

EMAIL: _____

TENANT NAME: _____

EMAIL: _____

ADDITIONAL CODE FOR VENDORS? (Lawn Svc, House Keeper, etc.):

YES _____ or NO _____

TELEPHONE CONTACT NUMBER - FOR GUEST ENTRY:

The phone number you provide should be one that will be answered by a responsible member of your household to authorize guests or service providers to enter. You may list a cell phone number. Date and time of gate entries authorized from the phone number you list are recorded for security purposes.

PHONE NUMBER _____
(Including Area Code)

Owner/resident name and the phone number provided above will be programmed into the Gate Access System (Front Gates). Guests will be able to access the community by scrolling through the Directory and selecting the party they are visiting (phone numbers are hidden). When the Guest selects a name, the Gate Access System dials the listed number. The Owner/resident can press "9" on their touch-tone telephone to open the gate for their guest. Hanging up will deny access.

Key Chain Remotes are available for \$40.00 each with a check made payable to Regency Point Townhomes.

COMPLETED FORMS SHOULD BE SENT BACK TO THIS OFFICE

96 Beach Walk Blvd., Suite 207
Conroe, TX 77304
jstanley@acmg.solutions
Office (936) 703-5256 Fax (936) 703-5258
www.regencypt.com

Regency Point Townhome Association, Inc.

Helpful Information for New Regency Point Townhome Association Owners and Tenants

Welcome to Regency Point Townhomes. You will find it to be a clean, well-maintained and beautiful community and your cooperation in keeping it so, will be appreciated. Below is a brief summary of some of the Rules and Regulations adopted to insure and enhance the quality of life for all Regency Point Townhome residents. **Regency Point Townhomes is a Deed Restricted community.**

1. **Architectural Control:** To protect each homeowner's rights and property values, the Declarations of Regency Point require all exterior improvements to be approved by the Architectural Control Committee prior to the start of the work on the planned improvements. To obtain approval, a form must be submitted to the Committee at the Association mailing address. **PLEASE SEE THE FOLLOWING PAGE FOR A COPY OF THE REQUEST FOR HOME IMPROVEMENT APPROVAL FORM.** Approval is required for any exterior maintenance work, dock improvement, exterior modification, or any interior modification that potentially affects the structural integrity of the townhouse. "No building, fence, wall, structure, or other improvement shall be commenced, erected, or maintained upon the Properties, or any Unit or Lot thereof, nor shall any exterior additions to, or change or alteration of, be made, nor shall any landscaping of any Unit be undertaken, unless the plans and specifications showing the nature, kind, shape, construction style, height, materials, and location of the same shall have been submitted by an Owner to and approved in writing by the Committee."
2. **Keys:** The key to the pool/pool restroom/tennis court, and boat ramp can be picked up at the Management Office.
3. **Swimming Pool:** The pool located in Regency Point is for owners and their guests only. Residents should accompany all guests while in the pool. Swimming times and numbers of guests are limited by posted signs. Glass containers and pets should not be brought into the pool area. **Children under 12 must have adult supervision.**
4. **Gate Code:** When moving into Regency Point, notify ACMG of your phone number by completing the Front Entrance Gate form and the Owner Update Form. You number will be assigned an individual gate code and programmed into the key pad, so guests can notify you upon arrival. Remote gate openers may be purchased from ACMG for \$40.00.
5. **Insurance:** Regency Point Townhome Association provides insurance coverage for the buildings and common areas of Regency Point. This coverage however does not cover personal items inside each owner's unit. Each owner is also liable for injury that may occur inside his/her unit and damage that may occur to adjacent units from neglect or omission. Each unit owner is recommended to carry an insurance policy B form with an endorsement to insure proper protection.

Regency Point Townhome Association, Inc.

6. **Boats and Trailers:** Temporary parking is allowed only in the designated area. All others will be removed at the owner's expense. "Vehicles - No part if the Subdivision, including, but not limited to, areas designed for the parking, shall be used for the parking and/or storage, temporary or otherwise, of any type of motor vehicle, or any recreational vehicle or boat or camper or trailer, unless such area is expressly designated as a storage facility by the Association or the Declarant uses said area or storage facility for vehicles related to the sales or the construction of units. No recreational vehicle, boat, camper, or trailer may be parked or stored in any driveway, parking area or Common Area situated on the Properties for a period longer than seven (7) days without approval from the Association. No inoperable or broken-down boats or vehicles, including vehicles being "repaired", shall remain in the Subdivision for longer than forty-eight (48) hours, and if such vehicles remain past the specified time limit, the Association shall be permitted to tow away such boat or vehicle(s) at the owner's expense. The Association may charge fees on a monthly or annual basis to store any vehicle in the Subdivision.
7. **Individual Boat Slips:** **Individual boat slips** must be clearly marked with the owners' unit #. The annual permit fee will be invoiced to owners from the Association.
8. **Mooring Policy:** The docking of boats at any Common Area Bulkhead is intended for temporary use by Owners and their Guests. "Common Area Bulkhead" includes all areas not dedicated to private slips. Owners and Guests shall have **Temporary Docking privileges only, limited to 72 hours per use.** In no case may a boat be kept at the Bulkhead for more than 72 hours. Boats exceeding the time limit at the Bulkhead will be towed at the Owner's expense. Boat Mooring positions are on a "First Come, First Served" basis only, and are not to be considered as "Reserved" at any time. Leaving fenders/buoys unattended is prohibited. Any that are left will be subject to removal.
9. **Pets:** **Pets must be kept on a leash at all times.** Pet owners are responsible for damages. Two (2) pets per unit maxim.
10. **Trash Service:** All garbage must be placed inside the dumpster. Items left outside the dumpster will not be picked up. Trash pick-up is currently Tuesday's & Friday's.

Finable Offenses

1. Loud and noxious behavior after 10:00PM.
2. Deliberate destruction of personal or public property.
3. Littering.
4. Dogs not on leashes.
5. Taking glass containers into the swimming pool area.
6. Having more than three occupant vehicles parked on public property at one time.

Fine Policy

Warning Letter

First Violation	\$25.00
Second Violation	\$50.00
Subsequent Violations	\$100.00

96 Beach Walk Blvd., Suite 207

Conroe, TX 77304

jstanley@acmg.solutions

Office 936-703-5256 Fax 936-703-5258

www.regencypt.com