

Saddlebrook

Homeowners  Association

P.O. Box 382 Colleyville, Texas 76034

February 2, 2012

Records Retention Policy

By a motion duly made and passed at the Saddlebrook Homeowners Association, Inc. (HOA) Annual Members Meeting which occurred on February 2, 2012 the HOA has adopted the following Records Retention Policy:

The Saddlebrook Homeowners Association, Inc. will retain all records pertaining to the HOA's business, including financial records, legal records, minutes of board of director's meetings, and annual member's meetings for a minimum of ten (10) years, save and except, the HOA's certificate of formation, bylaws, restrictive covenants, and all amendments thereof which shall be retained permanently by the HOA.