

MOSIER VALLEY PROPERTY OWNERS ASSOCIATION*In Coordination with Mosier Valley Historic Preservation Foundation | Est. 1870*

2420 Innovation Drive, DFW, TX 75261

Web: www.mosiervalleypoaa.orgEmail: director@mosiervalleypoaa.org | (682) 500-7785**OFFICIAL RESALE CERTIFICATE & DISCLOSURE REQUEST FORM**

Pursuant to Texas Property Code § 207.003 & Mosier Valley Property Owners Association Bylaws

Instructions for Property Owners & Title Agents: Use this form to request an official Association Resale Certificate, Statement of Account, Architectural Review Committee (ARC) compliance status, and governing documentation for property conveyances, refinancing, or title transfers in Mosier Valley.

1. PROPERTY & REQUESTOR INFORMATION

Subject Property Address:			
Legal Description / Lot & Block:		Tarrant CAD Parcel ID:	
Current Property Owner(s):		Owner Phone:	
Owner Mailing Address:		Owner Email:	

2. TITLE COMPANY / SETTLEMENT AGENT & CLOSING DETAILS

Title / Escrow Company:		GF / Escrow File #:	
Escrow Officer Name:		Officer Phone:	
Escrow Officer Email:			
Prospective Buyer Name(s):		Anticipated Closing Date:	
Type of Transaction:	☐ Resale / Purchase ☐ Refinance ☐ Heirship / Family Transfer ☐ Commercial / Land		

3. REQUESTED SERVICES & PROCESSING FEE SCHEDULE

Select	Service Description	Delivery Turnaround	Fee
☐	Standard Resale Certificate Package (Incl. Dues, ARC Status, Bylaws, Restrictions)	6–10 Business Days	\$375.00
☐	Expedited Rush Processing	2–3 Business Days	+\$100.00
☐	Resale Certificate Update / Inspection Verification (Within 60 Days of Initial Request)	3–5 Business Days	\$75.00
☐	Statement of Account / Dues Clearance Only (Refinance)	3–5 Business Days	\$100.00

4. ACKNOWLEDGMENT & AUTHORIZATION

I hereby certify that I am the record property owner, authorized heir, prospective purchaser, or authorized settlement/title agent representing the subject property. I understand that pursuant to Texas Property Code and Association governing documents, this certificate reflects dues assessments, pending ARC violations, deed restriction compliance status, and reserve balances. Issuance is subject to receipt of the required processing fee.

Requestor Signature:		Date:	
Printed Name & Title:			

5. SUBMISSION & PAYMENT INSTRUCTIONS

Electronic Form Submission: 1. Complete and sign this request form. 2. Email PDF form to: director@mosiervalleypoaa.org 3. Access portal: www.mosiervalleypoaa.org	Payment & Processing Options: For available payment options (electronic invoice, card, or check payment): Please call the association directly at (682) 500-7785 or email director@mosiervalleypoaa.org.
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