RECORDS RETENTION POLICY

I. The name of the Subdivision is Champion Forest.

II. The name of the Association is CHAMPION FOREST FUND, INC.

III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision, and the recording data for the Declaration (i.e., Deed Restrictions) for each Section of the Subdivision is as follows:

Map(s) or Plat(s) Records of Harris County, Texas:

Maps or Plats (Map Records of Harris County, Texas)

Section One - Volume 241, Page 18.
Section Two - Volume 259, Page 67.
Section Three - Volume 266, Page 139.
Section Four - Volume 286, Page 138.
Section Five - Volume 285, Page 528.
Section Six - Volume 291, Page 47.
Section Seven - Volume 299, Page 20.
Section Eight - Volume 299, Page 21.
Section Nine - Volume 299, Page 23.
Section Ten - Volume 306, Page 14.

Deed Restrictions (Deed Records of Harris County, Texas)

Section One - County Clerk’s File No. E959351; Modification County Clerk’s File No. G096062; and Amendment County Clerk’s File No. 20070373327.
Section Two - County Clerk’s File No. F584636; Modification County Clerk’s File No. G701835; and Amendment County Clerk’s File No. 20070674822.
Section Three - County Clerk’s File No. H523486; Modification County Clerk’s File No. J127733; and Amendment County Clerk’s File No. 20070674816.
Section Four - County Clerk’s File No. G109681; and Amendment County Clerk’s File No. 20070674813.
Section Five - County Clerk’s File No. F980174; Modification County Clerk’s File No. G379514; Modification County Clerk’s File No. G620123; and Amendment County Clerk’s File No. Y998013.
Section Six - County Clerk’s File No. G426837; Modification County Clerk’s File No. K484205; Modification County Clerk’s File No. L608475; and Amendment County Clerk’s File No. 20070373329.

Section Seven - County Clerk’s File No. G869770; Modification County Clerk’s File No. L853734; Modification County Clerk’s File No. L853735; Modification County Clerk’s File No. L853736; Modification County Clerk’s File No. L853737; Modification County Clerk’s File No. L853738; Modification County Clerk’s File No. L853739; and Amendment County Clerk’s File No. Y998018.

Section Eight - County Clerk’s File No. G869769; and Amendment County Clerk’s File No. 20070373328.

Section Nine - County Clerk’s File No. H669681; Modification County Clerk’s File No. T611665; and Amendment County Clerk’s File No. Y998023.

Section Ten - County Clerk’s File No. M448687.

IV. Records Retention. This Records Retention Policy was approved by at least a majority vote of the Board of Directors of the CHAMPION FOREST FUND, INC., (the “Board”), at a duly called Meeting of the Board held on the 11th day of January, 2012, at which Meeting a quorum was present.

The Association shall maintain its records as follows:

RECORDS RETENTION PERIODS

1. Certificate of Formation/Articles of Incorporation, By-Laws, Declarations and all amendments to those documents. Permanent

2. Financial Books and Records Seven (7) years

3. Account Records of Current Owners Five (5) years

4. Contracts with a term of more than one year Four (4) years After Contract expires

5. Minutes of Member Meetings and Board Meetings Seven (7) years

6. Association Tax Returns and Tax Audits Seven (7) years

Records not listed above are not subject to retention. Relative to the above-listed records, upon expiration of the retention date, the applicable record(s) shall not be considered a part of the Association’s books and records and may be destroyed.

CERTIFICATION

2
"I, the undersigned, being the President of the CHAMPION FOREST FUND, INC., hereby certify that the foregoing Records Retention Policy Resolution was adopted by at least a majority of the Association's Board of Directors, and such Records Retention Policy Resolution has never been modified or repealed, and is now in full force and effect."

CHAMPION FOREST FUND, INC.

By: [Signature]

Barb Smith, President

FILED FOR RECORD
8:00 AM

JUL 3 2012

County Clerk, Harris County, Texas

ACKNOWLEDGMENT

THE STATE OF TEXAS

COUNTY OF HARRIS

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared Barb Smith, President of the CHAMPION FOREST FUND, INC., a Texas Non-Profit Corporation, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that he executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 25th day of July, 2012

[Signature]

Carolyne Lindley

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

Return to
Consolidated Management Services
2204 Timberloch Place, Suite 245
The Woodlands, Texas 77380

CHAMPION FOREST FUND, INC. / Records Retention Policy

3