

Twin Creeks Homeowners Association, Inc.

C/o ShaBen & Associates, Inc.

P.O. Box 3189

Suwanee, GA 30024-0989

(770) 271-2252 / fax (770) 271-8433

This letter is to advise you that ShaBen & Associates is responsible for property management of Twin Creeks. We are your contact for information that you will need for closing on this property. Please make note on the following:

1. Twin Creeks has a mandatory homeowner's association, which for **2025** has an annual fee of **\$700**. This fee is divided into 2 payments, **\$350** due on January 1st and the second payment of **\$350** due by April 1st of each year.
2. All new homeowners are subject to a one-time initiation fee of **\$700** (due each time title transfers).
3. Twin Creeks is an architecturally controlled subdivision. If a potential buyer wishes to see the protective covenants, please request a copy from the seller or community manager.
4. Please notify us if this property is taken off the market by your office.
5. Please be advised that no real estate signs may be placed at the subdivision entrances or on any association property. Only one sign is permitted per lot. Brochure boxes must be attached to the real estate sign.
6. This is not a closing letter. Please direct the closing attorney to complete the online closing request form at www.shabenandassociates.com by clicking "closing request" at the bottom of the home page. If you have an issue submitting the request, please email closing@shabenandassociates.com. The Closing Letter fee is **\$250**.
7. There is a **\$150** transfer fee. One swipe card will be issued to the new homeowner.
8. Twin Creeks DOES have leasing restrictions. The leasing cap is 10%. A leasing permit is required from the Board and a minimum of a 2-year lease agreement is mandatory for all leases. Leasing policies are strictly enforced.
9. All correspondence regarding the sale of this property should be forwarded to:

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If there are any further questions or requests for information, contact Brandie Bays at brandie@shabenandassociates.com or call Shaben & Associates at 770-271-2252.

Regards,

Brandie Bays, Community Association Manager
ShaBen & Associates, Inc., Managing Agents for Twin Creeks