

# HOA Management

## Quick Reference Guide



### Essex Community Management

Phone	972.428.2030
Fax	469.342.8205
Resale Certificate	\$275
Transfer Fee	\$100
Order Online At	<a href="http://www.essexhoa.com">www.essexhoa.com</a>
Processing Time	7-10 Business Days
Notes	24 hours (\$100) 2 days (\$50)

### SBB Management

Phone	972.960.2800
Fax	972.991.6642
Resale Certificate	\$275
Transfer Fee	\$65
Order Online At	<a href="http://www.condocerts.com">www.condocerts.com</a>
Processing Time	7 to 10 Days to Complete
Notes	Rush fee \$100

### Principal Management

Phone	214.368.4030
Fax	214.265.6490
Resale Certificate	\$225
Transfer Fee	\$120
Order Online At	<a href="http://www.principal-mgmt.com">www.principal-mgmt.com</a>
Processing Time	5 to 7 Days to Complete
Notes	Rush fee \$100 - \$150

### Capital Consultants

Phone	469.246.3500
Fax	480.348.7803
Resale Certificate	\$250
Transfer Fee	\$200
Order Online At	<a href="http://www.homewisedocs.com">www.homewisedocs.com</a>
Processing Time	5 to 7 Days to Complete
Notes	Rush Fee \$105. Resale Collected at Closing

### Excell Association Management

Phone	972.881.7488
Fax	972.578.2801
Resale Certificate	\$350
Transfer Fee	Included
Order Online At	<a href="http://www.condocerts.com">www.condocerts.com</a>
Processing Time	7 to 10 Days to Complete
Notes	Rush Fee \$50

### Premier Communities

Phone	214.871.9700
Fax	214.871.0355
	\$212.95 (7 to 10 days)
Resale Certificate	\$300.95 (3-5 days)
	\$397.95 (48 hours)
Transfer Fee	Included
Order Online At	<a href="http://www.premiercommunities.net">www.premiercommunities.net</a>
Processing Time	7 to 10 Days to Complete

### Lone Star Management

Phone	469.384.2088
Fax	972.370.1752
Resale Certificate	\$125
Transfer Fee	\$125
Order Online At	<a href="http://www.lonestarmanagement.com">www.lonestarmanagement.com</a>
Processing Time	7 to 10 Days to Complete
Notes	Same Day (\$100) 1-2 Days (\$50) Resale Fee Collected at Closing

### CMA

Phone	972.943.2800
Fax	972.778.0520
Resale Certificate	\$245
Transfer Fee	\$50
Order Online At	<a href="http://www.cmamanagement.com">www.cmamanagement.com</a>
Processing Time	5 Days After Payment Received
Notes	Rush Fee \$50

### Alternative Management Assoc.

Phone	214.904.8250
Fax	214.904.8241
Resale Certificate	\$179
Transfer Fee	\$75
Order Online At	<a href="http://www.condocerts.com">www.condocerts.com</a>
Processing Time	Normally 48 Business Hours
Notes	Rush Fee \$50. Pre-pay Online