



## Hickory Ridge Community Association

---

6175 Sunny Spring, Columbia, Maryland 21044 • 410 730-7327  
[www.hickoryridgevillage.org](http://www.hickoryridgevillage.org) • [www.thehawthorncenter.org](http://www.thehawthorncenter.org)

Dear Hickory Ridge Resident,

If you are selling property in Columbia, please obtain a Letter of Compliance – documentation from your Village Association that your property is free of covenant violations. If there are existing violations, the letter will state what needs to be done to bring the property into compliance.

If you are purchasing property in Columbia, we strongly suggest that you ask the seller to obtain a Letter of Compliance. Since covenant violations run with the property, purchasers are often surprised when they are asked to correct the previous homeowner's violations.

Please submit your request early. The site inspection can take up to two weeks; any unapproved alterations or maintenance violations will require additional time. Letters of compliance can take up to four weeks to complete. Please contact the Hickory Ridge Covenant Advisor at 410-730-7327 or [applications@hickoryridgevillage.org](mailto:applications@hickoryridgevillage.org) if you should have any questions. The request may be emailed to [applications@hickoryridgevillage.org](mailto:applications@hickoryridgevillage.org).

### **Letter of Compliance Request** ***(Please Print Clearly)***

Date: \_\_\_\_\_

Property Owner or Owner's Representative: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner's Home Phone Number: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Property Owner's e-mail address: \_\_\_\_\_

Real Estate Agent's Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Agent's Phone Number: \_\_\_\_\_ Agent's Fax Number: \_\_\_\_\_

Agent's e-mail address: \_\_\_\_\_

Anticipated Settlement Date: \_\_\_\_\_

The undersigned property owner or the property owner's representative requests that the Hickory Ridge Covenant Advisor inspect the above referenced property for covenant violations. A Letter of Compliance will be issued if the property is free of violations.

\_\_\_\_\_  
Signature

#### **NOTE:**

- Failure to provide all this information in a timely manner may delay issuance of the letter of compliance.
- This process involves a site visit to determine if there are maintenance violations and/or unapproved alterations.
- Unapproved alterations will require an Exterior Alteration Application. This process can take an additional three weeks.