



Hickory Ridge Community Association

6175 Sunny Spring, Columbia, Maryland 21044 • 410 730-7327
www.hickoryridgevillage.org • 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 if you should have any questions. The request may be emailed to 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.