



Hickory Ridge Community Association

6175 Sunny Spring, Columbia, Maryland 21044 • 410 730-7327
www.hickoryridgevillage.org • www.thehawthorncenter.com

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 call the Hickory Ridge Covenant Advisor at 410-730-7327 if you have any questions. You may fax the request to 410-992-5843.

Letter of Compliance

(Please Print Clearly)

Date: _____

Property Owner or Owner's Representative: _____

Property Address: _____

Property Owner's Home Phone Number: _____ Cell Phone: _____

Property Owner's Email Address: _____

Real Estate Agent's Name: _____ Company Name: _____

Company Address: _____

Agent's Phone Number: _____ Agent's Fax Number: _____

Agent's Email Address: _____

Anticipated Settlement Date: _____

Do we have your permission to send our response to your real estate agent? YES _____

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