

ASTORIA

*1409 Post Oak Boulevard
Houston, TX 77056
713-877-1030*

Astoria Condominium Owner's Association Title Company Closing Account Summary

These requirements are in place for any closing on the purchase of a unit at the Astoria:

- 1. Copy of the signed Residential Sales Contract**
- 2. An Astoria Residential Application Form**
 - Fully completed and mailed, dropped off, or emailed to russell.chun@mms-houston.com.
 - A current version of this document can be obtained from the Management Office via email
- 3. Fees Due with Application**
 - Application Fee (Non-refundable)
 - \$500 for the 1st person
 - \$250 for each additional person 18 years or older
 - Orientation Fee \$250
 - Checks should be made payable to the Astoria Condominium Owners Association
 - All above fees are due when the application is submitted

Upon receipt of the completed application and fees, the management office will verify all information provided, including a background check, and then notify the buyer, realtor, and/or title company. Please note that the background check can take up to five (5) business days to complete.

The Astoria will provide or provide access to the following documents as requested or needed: Resale certificate, Condominium Rules and Regulations, Declaration, Bylaws, and Insurance Summary.

Email all required documents to russell.chun@mms-houston.com or deliver them to the Astoria Management Office or Concierge Desk. If the purchase of the unit is approved, the following amounts are due:

The following information pertains to unit:	803
The information provided in this document is current as of the date referenced. These figures are subject to change prior to closing. The title company must request an updated account balance prior to closing.	February 19, 2024
Current monthly assessment fee for the above referenced unit is:	\$1,083.00/month

Line	Description	Payable to Operating Account	Payable to Reserve Account
1	Outstanding Monthly Maintenance Fees Due	\$0.00	
2	Outstanding Special Assessment Due		\$0.00
3	Resale Documentation Fee	\$375.00	
4	Transfer Documentation Fee	\$125.00	
5	Non-refundable Application Fee	\$500.00	
6	Monthly Assessment Fee (One Month Advance) –	1,083.00	
7	Two Months Reserve Contribution (Non-refundable)		\$2,166.00
8	Orientation Fee	\$250.00	
9	Additional Amounts Due	\$0.00	\$0.00
10	Less: Payments Received	(\$00.00)	(\$0.00)
	Total Due	<u>\$2,333.00*</u>	<u>\$13,192.00</u>

***Final amount due contingent on prepayment of application fees, actual outstanding maintenance fees due at closing, additional applicant, and prorated monthly HOA fee.**

Upon closing, please submit **TWO** separate checks to:

**Astoria Condominium Owners Association
c/o Moarefi Management Solutions, Ste 1075
2 Riverway Drive, Houston, TX 70056, as follows:**

1st Check for all amounts due to the Operating Account including:

- One month's advance Assessment Fee
- All other Operating Account fees and amounts due

2nd Check for all amounts due to the Reserve Account including:

- Two months of Assessment Fees as a Reserve Contribution (non-refundable)
- Any outstanding Special Assessments due