

Highlands Glen Owners Association

July 18, 2016

Kittena Hannah  
401 Middleton Dr  
Roanoke TX 76262 USA

**Friendly Reminder**

**RE: 401 Middleton Dr Roanoke TX 76262**

Dear Kittena Hannah,

One of the great benefits of living in an Association is the ongoing commitment of each member to protect the property values in their community. This commitment is achieved when each resident within the community adheres to the protective covenants of the Association also known as the Governing Documents. During a recent property inspection, we noticed the following which appears to be in violation of your Governing Documents at your address:



**Description of Violation: ARC - Not Approved**  
**Inspection: Friday, July 15, 2016**  
**Compliance: Sunday, August 14, 2016**

**Comments:**

Please be assured that the inspections and this letter are intended to be constructive in nature. Thank you in advance for your cooperation. We appreciate your continued support and commitment to the community.

Sincerely,

FirstService Residential Account Services  
Phone: 877-378-2388

cc: Board of Directors, File