

**LOCKE MOUNTAIN RANCH
PROPERTY OWNERS ASSOCIATION
PERIODIC REPORT POLICY**

Adopted May 10, 2001

The following resolution has been adopted by the Locke Mountain Ranch Property Owners Association (“Association”) pursuant to Colorado Law, at a regular meeting of the Board of Directors.

RECITALS

1. The Association is charged with certain responsibilities regarding the documentation of the POA’s business, which includes filing a Periodic Report with the State of Colorado.
2. The Board desires to adopt a uniform and systematic procedure to prevent late reporting of the periodic report, in order to curtail the need that late reporting would create in the form of resubmitting incorporation status paperwork and the associated costs involved with that process.

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby adopt the following policy for submission of the Bi-yearly Periodic Report.

1. A Bi-Yearly Periodic Report will be made pursuant to C.R.S. 7-90-501, on behalf of LMR-POA. The report itself is sent to the LMR-POA at the address of the registered agent approximately two months prior to its required reporting date, which is the 31st of January of the year due (the postcard is usually received late November). The report must be:
 - a.) Typed or, if legible, it may be manually printed.
 - b.) Execution (a signature) is not required.
 - c.) Report current information for the following items: no director, officer or any other information is required.
 - (1) Name of individual completing Report:
 - (2) Name of entity’s Registered Agent.
 - (3) Street Address of entity’s Registered Office (must be in Colorado).
 - (4) Address of entity’s Principal Office.
 - (5) Optional: Additional mailing address for entity (LMR does not use one)
Entity’s e-mail address (LMR does not use one)
 - d.) If more space is required for any of the above items, continue on an attached 8-1/2 x 11 sheet and check in box, identified on card.
 - e.) Report must be mailed to: Colorado Secretary of State
1560 Broadway, Suite 200
Denver, Co. 80202-5169
This report must be **received (not postmarked)** on or before the due date stated on the reverse side of the postcard (31 January).
 - f.) The fee stated (currently \$5.00) is payable to: Colorado Secretary of State. A peel-off mailing label is provided for mailing envelope if desired.
2. Questions or more information regarding this process and need can be addressed to the Web site, <http://www.sos.state.co.us> or call 303-894-2251, fax 303-894-2242.
3. LMR POA’s report is due on odd years, 2001, 2003, 2005 etc

PERIODIC REPORT POLICY (Continued)

IN WITNESS WHEREOF, the undersigned have executed this Resolution the 10th day of May, 2001. Locke Mountain Ranch Property Owners Association, A Colorado non profit corporation.

By: _____
Director

By: _____
Director

By: _____
Director