

# Records Retention Policy

The Board of Directors of Sportsman's World Recreational Association, Inc. (SWRA), in accordance with Article III Section 6 of the Declaration of Covenants, Conditions and Restrictions – Sportman's World (Recreational Facilities) recorded in Palo Pinto County Clerk's File 3372, Vol. 530, Page 249; and

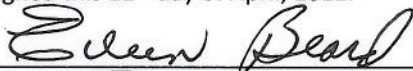
The Board of Directors of Sportsman's World Property Owners' Association, Inc. (SWPOA), in accordance with Article IX Section 5 of the Declaration of Covenants, Conditions and Restrictions for Sportsman's World, Sections One through Ten and Thirteen, recorded in Palo Pinto County Clerk's File 3373, Vol. 530, Page 296; and


The Board of Directors of Sportsman's World Ranch Owners' Association, Inc. (SWROA), in accordance with Article IX Section 5 of the Declaration of Covenants, Conditions and Restrictions for Sportsman's World, Section Eleven, Twelve, Fourteen and Fifteen (Ranch Estates) recorded in Palo Pinto County Clerk's File 6420, Vol. 537, Page 412; do hereby adopt the following policy for records retention:

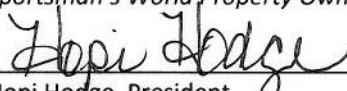
Sportsman's World Recreational Association, Inc. (SWRA), Sportsman's World Property Owners' Association, Inc. (SWPO) and Sportsman's World Ranch Owners' Association, Inc. (SWROA) will retain the following records, as indicated:

- Certifications of incorporation, bylaws, restrictive covenants and all supplements and amendments shall be retained permanently.
- Financial books and records shall be retained for 7 years.
- Individual owner's account records shall be retained for 5 years.
- Contracts with a term of one year or more shall be retained for 4 years after termination.
- Minutes of Board and Property Owners' meetings shall be retained for 7 years.
- Tax returns and audit records shall be retained for 7 years.

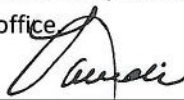
Adopted November 11, 2011. Signed this 11<sup>th</sup> day of April, 2012.

  
\_\_\_\_\_  
Eileen Beard, President  
*Sportsman's World Recreational Association, Inc.*

  
\_\_\_\_\_  
Tony Lee, Secretary  
*Sportsman's World Property Owners' Association, Inc.*

  
\_\_\_\_\_  
Hopi Hodge, President  
*Sportsman's World Ranch Owners' Association, Inc.*

Subscribed and Sworn to, before me, by the said affiants this 11<sup>th</sup> day of April, 2012, to certify which witness my hand and seal of office

  
\_\_\_\_\_  
Laura Kirklen  
Notary in and for Palo Pinto County, State of Texas

## After Filing

### Please Send Original To:

Sportsman's World Recreational Association, Inc.  
6020 Hell's Gate Loop  
Strawn, TX 76475



Document No. 2012-00002182

Book: OR Volume: 1941 Page: 376

\*\*\*\*\* DO NOT REMOVE \*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*

Parties: SPORTSMANS WORLD RECREATIONAL ASSOCIATION INC

to

PUBLIC

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REAL RECORDS

On: 04/12/2012 at 03:06 PM

Document Number: 2012-00002182

Receipt No. 32157

Amount: \$ 16.00

By: martha

Janette K. Green, County Clerk  
Palo Pinto County, Texas

2 Pages



STATE OF TEXAS  
COUNTY OF PALO PINTO

I hereby certify that this instrument was filed on the date and time stamped hereon by me and was duly recorded under the Document Number stamped hereon of the Official Public Records of Palo Pinto County.

Janette K. Green, County Clerk

Record and Return To:



SPORTSMANS WORLD RECREATIONAL ASSOCIATION INC  
6020 HELLS GATE LOOP

STRAWN, TX 76475