

**Blue Branch Ranch Property Owners Association, Inc.**

P. O. Box 91

Granbury, Texas 76048

**Date**

VIA FIRST CLASS AND  
CERTIFIED MAIL

**VIOLATOR**

**Street Address**

**City, State, Zip**

**VIOLATION – 1<sup>ST</sup> NOTICE**

**ASSESSED BY:**

**BOARD OF DIRECTORS**

**ARC**

Re: **Property Address** (the “Property”)

Dear **VIOLATOR**:

As you are probably aware, the Property is subject to The Revised and Restated Declaration of Covenants, Conditions, Restrictions, Easements, Charges and Liens of Blue Branch Ranch Subdivision, filed under document number 2021-0002607, Real Property Records of Hood County, Texas (the “Declaration”) for **Blue Branch Ranch Property Owners Association, Inc.** (the “Association”) which are contractual obligations assumed by you when you purchased the Property and are intended to preserve the value of the properties in the **Blue Branch Ranch** community, including your property, as well as your neighbors’ properties. This letter is to inform you that the Association has observed a violation of the Declaration of the Property. As a courteous reminder from the Association, please be advised that you are in violation of the Declaration in the following manner:

**[Violation – Detailed Description (Cite appropriate CCR Section and Rules and Regulations Section)]**

This 1<sup>st</sup> Notice should serve as a reminder to you there is a matter needing your attention; the Texas Property Code requires we communicate matters in a formal way but we hope you will read this in the spirit of community in which it is sent. In order to help us in our efforts to preserve the appearance of the community, we ask for your cooperation in taking the following action on or before **[7 days out]**.

**[Describe action to remedy violation.]**

In addition, you are entitled to request a hearing to discuss, verify facts, and resolve this matter before the Board of Directors for the Association before the thirtieth (30<sup>th</sup>) day from the date you receive this notice. All hearing requests must be in writing and electronically mailed to All hearing requests must be in writing and may be electronically mailed to:

**Blue Branch Ranch Property Owners Association, Inc.**, at [bluebranchranch@gmail.com](mailto:bluebranchranch@gmail.com)

**Blue Branch Ranch Architectural Review Committee**, at [arc4bbrpoa@gmail.com](mailto:arc4bbrpoa@gmail.com)

If you fail to cure the violation described herein within seven (7) days from the date of this notice, the Association intends to take further enforcement action. In such event, the Association may assess fines, proceed with curative action on your behalf and make an assessment for the expenses incurred against you, suspend your Common Area rights, incur attorneys' fees for which it will seek reimbursement from you, or take any other steps the Association may be entitled to under Texas law.

We hope that you will assist us to resolve this matter and that no further action by the Association or its attorneys to enforce the Declaration will be necessary. If you have any questions or would like to discuss this matter further, you may contact the Association at (xxx) xxx-xxxx.

Sincerely,

**POA President/ARC Chair Name**  
**President/ARC Chair**  
**Blue Branch Ranch**  
**Property Owners Association, Inc.**

**ACTIVE MILITARY DUTY ADVISORY**

Please be advised that the owner(s) of the Property may have special rights or relief related to this enforcement action under federal law, including the Servicemembers Civil Relief Act (50 U.S.C. app. Section 501 et seq.), if one or more of the owners of the Property is serving on active military duty. If his is the case, please alert the Association immediately.