

**The Exchange North Building Association, Inc.
Lender and Realtor Quick Reference**

WARNING!!

**SELLING OWNERS, PURCHASERS, REALTORS, LENDERS AND TITLE AGENCIES:
DO NOT ORDER ANY DOCUMENTS FROM HOMEWISE**

**NO DOCUMENTS ARE REQUIRED TO BE ORDERED FOR THE EXCHANGE OWNERS'
ASSOCIATION (THE "EXCHANGE MASTER")**

**ALL DOCUMENTS FOR EXCHANGE NORTH MUST BE ORDERED FROM
COMMUNITY ARCHIVES**

Project Legal Name: Exchange North Building Association, Inc.

Website: www.exchangenorth.com

Property Management: Associa Tennessee

Kristen Kozik, kkozik@associatennessee.com or via phone at 615-775-9043

Associa's Customer Service department can be reach at 615-775-9050

Associa's After-Hours Emergency can be reached at 615-631-7023

This urban dwelling complex consists of one Homeowner Association:

782 Riverfront Parkway – Exchange North Building Association, Inc. 82 residential units

Exchange North Tax ID# 83-1201791

- The Association was transferred from the developer to unit owners on 12/21/2020. There are no additional phases planned as part of this development.
- Insurance:
 - ROBINS INSURANCE AGENCY INC
 - 11 MUSIC CIR S
 - NASHVILLE TN 37203
 - (615) 665-9200
 - Policy #: 53-726-169-00
 - Named Insured: EXCHANGE NORTH BUILDING ASSOCIATION INC
- Short Term Rentals are **NOT** permitted at the Exchange North. Only one-year or longer leases that require North Board approval of the lease before execution are allowed. Per the Third Amendment to the Declaration of the Exchange North, no more than 12 of the 82 units (15%) may be leased and lessors require issuance of a lease permit authorized by the North Board of Directors Company.
- The Board allows a maximum of eight (8) unit owners listed on a unit's deed, title, or mortgage to rent to immediate family members at any given time ("familial lease"). The North Board requires an

approved lease agreement between the unit owner and the immediate family member. **An immediate family member is defined as a spouse, child, sibling, parent, grandparent or grandchild. This includes stepparents, stepchildren, stepsiblings and adoptive relationships.** The Board reserves the right to request verification of title, deed, mortgage, and immediate family members at any time. Criteria for familial lease permit approval:

- The family member must be an immediate family member of the legal owner or owners of the unit (those named on the title or deed).
 - Proof of familial relationship must be presented.
 - The immediate family member must be over the age of 25.
 - The familial tenant must provide signed authorization for a criminal background check to be conducted.
 - The familial tenant must sign and return a rules and regulations compliance acknowledgment form.
 - A 1-year, non-terminatable written lease agreement must be put in place between the owner and the familial tenant.
- **Lenders and title agencies must visit www.communityarchives.com for appropriate questionnaires and other closing information. The turnaround for document delivery is 7-10 days.**
 - **HomeWise was used by the Association's former property management company, Metropolitan Property Management (MPM) and MPM is not involved in any Exchange North resales. If documents are ordered from HomeWise, MPM will unethically take your \$495 and will return to you no current or useful information regarding units at the Exchange North.**
 - Upon sale or resale, there is a management legacy closure fee of \$255 and a new account set up fee of \$150, an HOA transfer fee of \$175, and a Capital Contribution of 2X the monthly HOA dues amount. A mandatory move in and a move out fee of \$250 will be assessed to the seller and buyer of any unit at the Exchange North building.
 - As of January 2026, base dues are \$0.33 / sq ft as identified in the Master Deed of the Association
 - Dues, in general cover the common areas of the community, including but not limited to: pool, fitness center, clubhouse, elevators and interior corridors, building maintenance, building management, grounds maintenance, common utilities, and common area housekeeping.
 - The owners and guests in the Exchange South building are permitted to use the Fitness Center, Pool, Grill, and Firepit in the north building.
 - New owners, please contact Associa TN for homeowner portal access upon purchase of a unit.
 - New owners, send scanned or photo images of copies of your settlement statement to ExchangeNorthBoard@outlook.com to have your building security credentials set up.

Utilities for units in both Associations:

Electric / TV / Internet	EPB	423-648-1372
TV / Internet	Xfinity	www.xfinity.com
Water / Sewer	UMS	877-934-4346