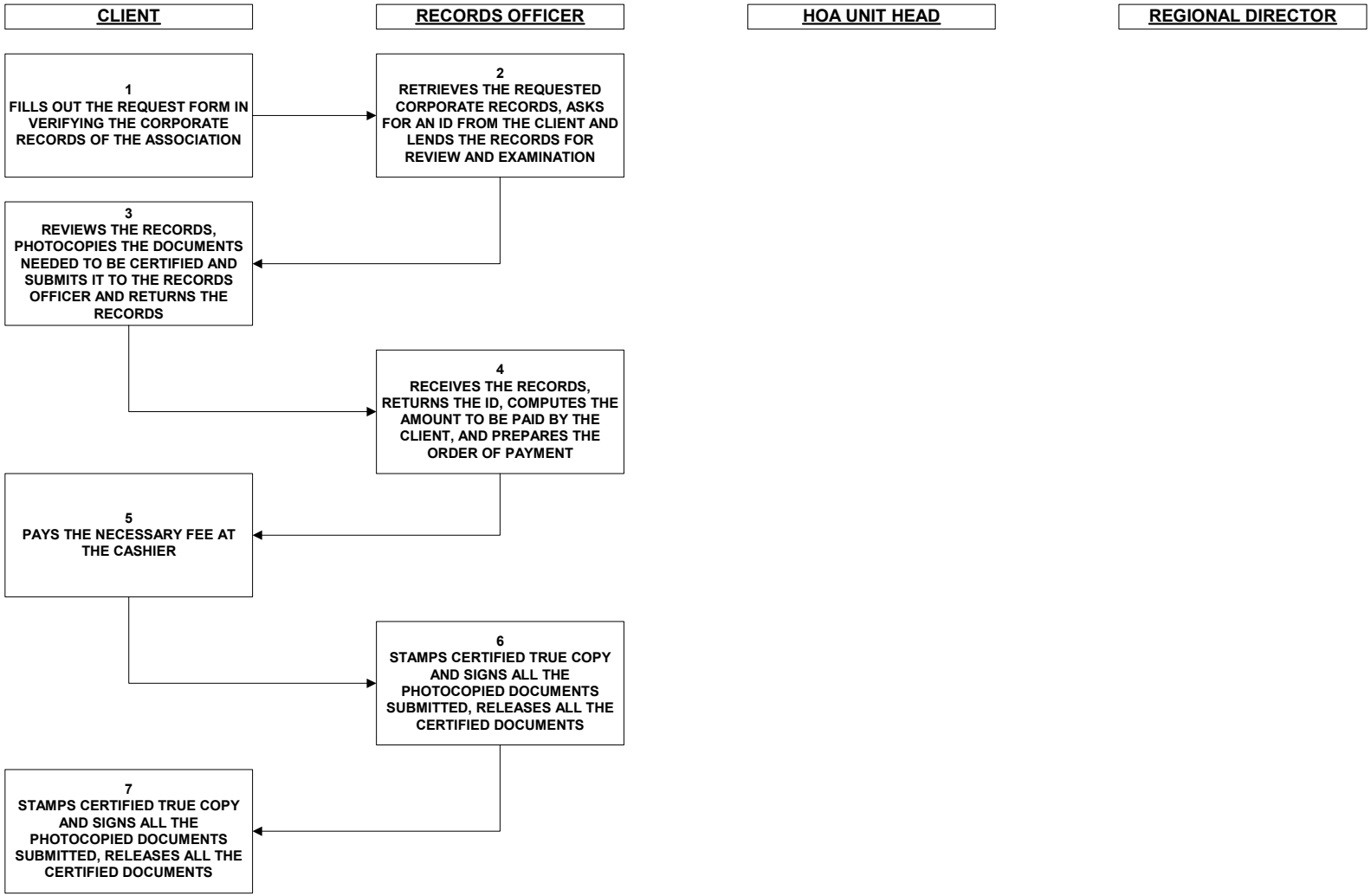FLOW CHART OF THE ISSUANCE OF CERTIFIED TRUE COPIES OF RECORDS OF HOMEOWNERS' ASSOCIATIONS