

HOMEOWNERS' ASSOCIATION INFORMATION

Preparer: Please complete all spaces. Use "N/A" if it is not applicable to complete the area.

Property Address _____ MLS # _____
 Association Name _____
 Association President _____ Phone _____
 Treasurer or Management Co. _____ Phone _____
 Address _____ City/State _____
 Association Fee \$ _____ per ☐ Month ☐ Quarter ☐ Semi-Annual ☐ Annual

ASSOCIATION FEE INCLUDES:

ASSOCIATION FEE INCLUDES:		Yes	No
Fire Protection	☐	☐	
Refuse Collection	☐	☐	
Security Patrol/Guard	☐	☐	
Exterior Pest Control	☐	☐	
Termite Control	☐	☐	
Insurance:			
Personal Area Structural Hazard	☐	☐	
Common Area Structural Hazard	☐	☐	
Common Area Liability	☐	☐	
Maintenance:			
Common Area:			
Structural Improvements	☐	☐	
Grounds	☐	☐	
Pool/Spa	☐	☐	
Sewer Lines	☐	☐	
Streets/Parking Areas	☐	☐	
Personal Areas:			
Building Exterior	☐	☐	
Patios	☐	☐	
Yards	☐	☐	
Roof	☐	☐	
Heating Equipment	☐	☐	
Cooling Equipment	☐	☐	
Utilities:			
Common Area	☐	☐	
Personal Area	☐	☐	
Electric	☐	☐	
Gas	☐	☐	
Water/Sewer	☐	☐	
Other:			

GOVERNING DOCUMENTS:

	<i>In Existence</i>		<i>In Listing Office</i>	
	<i>Yes</i>	<i>No</i>	<i>Yes</i>	<i>No</i>
Articles of Incorporation	☐	☐	☐	☐
By Laws	☐	☐	☐	☐
Declaration of Covenants, Conditions & Restrictions	☐	☐	☐	☐
Membership Certificate	☐	☐	☐	☐
Insurance Certificate	☐	☐	☐	☐
Recreational Area/Pool Rules	☐	☐	☐	☐
Rules & Regulations	☐	☐	☐	☐

COMMON AREA AMENITIES:

COMMON AREA AMENITIES:	Yes	No
Pool	☐	☐
Spa/Hot Tub	☐	☐
Recreation Center	☐	☐
Kitchen Facilities	☐	☐
Tennis Court(s)	☐	☐
Racquetball Court(s)	☐	☐
Exercise Facilities	☐	☐
Laundry Facilities	☐	☐
Controlled Access Gate/Guard	☐	☐
Other:		

GENERAL INFORMATION:

Federal Compliance Adult Community	☐	☐
Cable TV Available	☐	☐
Key to Common Area	☐	☐
Key Deposit (Amount \$ _____)	☐	☐
Pets Allowed (Limit _____)	☐	☐
RV Allowed (Limit _____)	☐	☐
RV Storage Space Provided	☐	☐
Limited Number of Homeowner Vehicles (Limit _____)	☐	☐
Remodeling Allowed	☐	☐
Association Approval Required	☐	☐
Rentals Allowed	☐	☐
Transfer Fee (Amount \$ _____)	☐	☐
Association Controlled By: Developer	☐	☐
Homeowners	☐	☐
Sale/Lease Notification Required:	☐	☐
To Whom _____		
When _____		
What Info _____		

Common Area Streets are:
☐ Public ☐ Private (Association Maintained)

Common Area Sewer Lines are:
☐ Public ☐ Private (Association Maintained)

For what part of the grounds is the homeowner personally responsible?

Information provided by: (Print) _____ (Signature) _____ Date _____

The information contained herein is not guaranteed to be accurate and does not take the place of a detailed review of all governing documents. If you do not understand the information contained herein or in the complete governing documents, seek competent legal advice.