

# SELLER'S HOMEOWNERS' ASSOCIATION (HOA) INFORMATION

Property Owner: For the protection of the property owner it is very important to have this form completed by an authorized representative of the homeowners' association.



I/We \_\_\_\_\_ property owner(s), request this form be completed by my homeowners' association and returned to address \_\_\_\_\_ and/or fax \_\_\_\_\_ regarding the following  
 Seller Name: (Print) \_\_\_\_\_ (Signature) \_\_\_\_\_ Date: \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Association Name: \_\_\_\_\_  
 Association President: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Treasurer or Management Company: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

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

**ASSOCIATION FEE:** \$ \_\_\_\_\_  
 per  Month  Quarter  Annual  Semi-Annual  
 More Than One HOA Governing Property (Fee \$ \_\_\_\_\_)  Y  N  
 Pending Litigation Involving HOA.....  Y  N  
 Pending Litigation By HOA.....  Y  N  
 Pending Increase in HOA Fee (Amt \$ \_\_\_\_\_).....  Y  N  
 Pending HOA Assessment (Amt \$ \_\_\_\_\_).....  Y  N

**ASSOCIATION FEE INCLUDES:**..... Yes No  
 Fire Protection.....  Yes  No  
 Refuse Collection.....  Yes  No  
 Security Patrol/Guard.....  Yes  No  
 Exterior Pest Control.....  Yes  No  
 Termite Control.....  Yes  No  
 Insurance:  
     Personal Area Structural Hazard.....  Yes  No  
     Common Area Structural Hazard.....  Yes  No  
     Common Area Liability.....  Yes  No  
 Maintenance:  
     Common Area  
         Structural Improvements.....  Yes  No  
         Grounds.....  Yes  No  
         Pool/Spa.....  Yes  No  
         Sewer Lines and/or Septic.....  Yes  No  
         Streets/Parking Areas.....  Yes  No  
     Personal Area:  
         Building Exterior.....  Yes  No  
         Patios.....  Yes  No  
         Yards (Front).....  Yes  No  
         Yards (Back).....  Yes  No  
         Roof.....  Yes  No  
         Heating Equipment.....  Yes  No  
         Cooling Equipment.....  Yes  No  
         Waterheater.....  Yes  No  
 Utilities:  
     Common Area.....  Yes  No  
     Personal Area:  
         Electric.....  Yes  No  
         Gas.....  Yes  No  
         Water/Sewer.....  Yes  No  
         Basic Cable.....  Yes  No  
         Internet Access.....  Yes  No  
 Other \_\_\_\_\_

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

**GENERAL INFORMATION:**..... Yes No  
 Federal Compliance Adult Community.....  Yes  No  
 Cable TV Available.....  Yes  No  
 Key to Common Area.....  Yes  No  
 Key Deposit (Amount: \$ \_\_\_\_\_).....  Yes  No  
 Pets Allowed (Limit: \_\_\_\_\_) (Size \_\_\_\_\_).....  Yes  No  
 RV/Boat Allowed (Limit: \_\_\_\_\_).....  Yes  No  
 RV/Boat Restrictions.....  Yes  No  
 RV/Boat Storage Space Provided (Fee \$ \_\_\_\_\_).....  Yes  No  
 Limited Number of Vehicles (Limit \_\_\_\_\_).....  Yes  No  
 Vehicle Parking Restrictions.....  Yes  No  
 Remodeling/Modifications Allowed.....  Yes  No  
     HOA Approval Required.....  Yes  No  
 Rentals Allowed.....  Yes  No  
 Inspection/Certification Required  
     for Transfer (Amount \$ \_\_\_\_\_).....  Yes  No  
 Transfer Fee (Amount \$ \_\_\_\_\_).....  Yes  No  
 Other/Miscellaneous Fees Related to Transfer  
     of Property (Amount \$ \_\_\_\_\_).....  Yes  No  
 HOA Controlled By:  
     Developer.....  Yes  No  
     Homeowners.....  Yes  No  
 Sale/Lease Notification Required.....  Yes  No  
     To Whom: Scottsdale Ranch Community Assoc.  
     When: At Close of Escrow  
     What Info: Recorded copy of Deed, Completed "New Homeowner's Acknowledgement Form"  
 Common Area Streets are:  
      Public  Private (HOA Maintained)  
 Common Area Sewer Lines are:  
      Public  Private (HOA Maintained)

Information provided by: Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Prospective Buyers:** *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 advise.*