

DATE:
ESCROW

DEMAND INFORMATION REQUEST FORM

ATTN:_____

*INFORMATION WILL BE GIVEN OUT
UNTIL THIS FORM IS COMPLETED AND
UP-FRONT DOCUMENT FEES ARE PAID
TO CAC MANAGEMENT.
THANK YOU,
LAURI MOFFETT*

HOMEOWNERS ASSOCIATION:_____

NAME OF HOMEOWNER(S):_____

PROPERTY ADDRESS:_____

Requests will not be accepted without this form being completed and document fee received.
Once we have received your payment and form, we will be more than happy to process your request.
Documents will be ready for pick-up or mailed within 7-10 business days. Processing will begin upon receipt of up-front document fees.

PLEASE CHECK APPROPRIATE BOX BELOW

<u>FEES</u>		
SALE <input type="checkbox"/>	REFINANCE <input type="checkbox"/>	DOCUMENTS <input type="checkbox"/>
TRANSFER FEE IS \$350.00 ***MUST SIGN BELOW*** GUARANTEE TO PAY DEMAND (TRANSFER FEE) AT THE CLOSE OF ESCROW. CANCELLATION FEE OF \$350.00 _____ SIGNATURE _____ PRINT NAME _____ ESCROW COMPANY	REFINANCE FEE MUST BE PREPAID IN THE AMOUNT OF \$200.00 DUE FOR DEMAND AND/OR LENDER CERTIFICATION FORM/ LETTER PLUS YOU'LL RECEIVE BUDGET & INSURANCE INFORMATION	**ALL DOCUMENTS MUST BE PREPAID** 1. CC&R'S.....\$50.00 2. BY-LAWS & ARTICLES OF INCORPORATION.....\$50.00 3. RESERVE STUDY.....\$15.00 4. MANAGEMENT AGREEMENT.....\$10.00 5. MINUTES PER MEETING IS.....\$ 5.00 EACH MEETING IF AVAILABLE (PLEASE CALL FOR AVAILABLE MINUTES) <u>BUDGET & INSURANCE ARE PROVIDED WITH THE PACKAGE. THANK YOU.</u> 😊

A SPECIAL **"RUSH FEE"** IS AVAILABLE AT AN ADDITIONAL CHARGE. **"RUSH FEE"** REQUESTS ARE PROCESSED AS FOLLOWS:
ONE WEEK "RUSH FEE" CHARGE OF \$50.00 OR 3 DAY "RUSH FEE" AT A CHARGE OF \$100.00