

**CHARGES FOR DOCUMENTS PROVIDED AS REQUIRED BY CALIFORNIA CIVIL CODE § 4525\***

Property Address \_\_\_\_\_ Association Name: \_\_\_\_\_

Owner of Property (Seller's Name) \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_ (If known or different from property address)

Provider of Section 4525 Items:

Trident Property Management, \_\_\_\_\_ Property Manager Agent \_\_\_\_\_

Print Name

Position or Title

Association or Agent

Date Form Completed

**(Check Box Below)**

| <b>SECTION I:<br/>Document Requested</b>  | <b>Civil Code Section</b>                               | <b>Included</b>          | <b>Not Available<br/>or Not<br/>Applicable</b> | <b>Price per<br/>Document<br/>Requested</b> |
|---|---|--------------------------|--|---|
| Articles of Incorporation or statement of not incorporated  | Section 4525(a)(1)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| CC&Rs   | Section 4525(a)(1)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Bylaws  | Section 4525(a)(1)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Operating Rules   | Section 4525(a)(1)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Age restriction, if any   | Section 4525(a)(2)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Assessment enforcement policy   | Sections 5310 and<br>4525(a)(4)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Annual budget report or summary, including reserve study  | Sections 5300 and<br>4525(a)(3)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Assessment and reserve funding disclosure summary   | Sections 5300 and<br>4525(a)(4)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Insurance summary   | Sections 5300 and<br>4525(a)(3)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| <b>SECTION I: TOTAL FEES FOR ABOVE SECTION OF DOCUMENTS – (ONLY PREPARED AS A FULL SET)</b>                   |   |                          |  | <b>\$125</b>                                |
| <b>SECTION II:</b>  | <b>Section 4525(a)(4)</b>                               | <input type="checkbox"/> | <input type="checkbox"/>                       | <b>N/A</b>                                  |
| Regular Assessment  | Section 4525(a)(4)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Special Assessment  | Section 4525(a)(4)                                      | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Emergency assessment  | Section 4525 (a)(4)                                     | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Other Unpaid obligations of seller  | Sections 5675 and<br>4525(a)(4)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| Required statement of fees  | Section 4525  | <input type="checkbox"/> | <input type="checkbox"/>                       | N/A   |
| <b>SECTION II: HOA CERTIFICATION/QUESTIONNAIRE Including<br/>Assessment information noted in this section</b> | <b>ITEMS IN RED PROVIDED<br/>TO TITLE CO. NO CHARGE</b> |                          |  | <b>\$75</b>                                 |
| <b>SECTION III:</b>   | Sections 5300 and<br>4525(a)(4), (8)                    | <input type="checkbox"/> | <input type="checkbox"/>                       | See<br>Budget                               |
| Approved changes to assessments   | Sections 4525(a)(6), (7), and<br>6100                   | <input type="checkbox"/> | <input type="checkbox"/>                       | \$25  |
| Settlement notice regarding common area defects   | Sections 5305 and<br>4525(a)(4)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | \$10  |
| Financial statement review  | Sections 4525(a)(6), 6000,<br>and 6100                  | <input type="checkbox"/> | <input type="checkbox"/>                       | \$25  |
| Preliminary list of defects   | Sections 5855 and<br>4525(a)(5)                         | <input type="checkbox"/> | <input type="checkbox"/>                       | \$25  |
| Notice(s) of violation  | Section 4525(a)(10)                                     | <input type="checkbox"/> | <input type="checkbox"/>                       | \$50  |
| Minutes of regular meetings of board of directors conducted<br>over the previous 12 months, if requested.     |   |                          |  |   |
| <b>SECTION III: Total fees for this Section</b>   |   |                          |  | \$ _____                                    |
| <b>TOTAL FOR ALL REQUESTED DOCUMENTS</b>  |   |                          |  | <b>\$ _____</b>                             |

\*The information provided by this form may not include all fees that may be imposed before the close of escrow. Additional fees that are not related to the requirements of Section 4525 may be charged separately. Documents will be provided within 10 days of receipt of your request and payment.