

PROJECT LEGAL NAME: _____

CITY AND STATE: _____

1.	Are there short-term rentals? _____ Yes _____ No	If yes, what is the minimum rental period?		
2.	Does the project have any of the items listed below? Please mark all which apply.	_____ Yes _____ No		
	<input type="checkbox"/> Hotel Services <input type="checkbox"/> Licensed as a hotel, motel, resort or hospitality entity <input type="checkbox"/> Rentals handled through the management company <input type="checkbox"/> Occupancy limits or blackout dates <input type="checkbox"/> Legal documents require owners to share profits from rentals of units with HOA, Management Co. or resort/Hotel rental company <input type="checkbox"/> Project contains non-incident business operations (restaurant, spa, etc.) <input type="checkbox"/> Project is listed as an investment security with the SEC	<input type="checkbox"/> Hotel or Resort ratings through hotel booking websites or agencies <input type="checkbox"/> Managed by a hotel/resort management company <input type="checkbox"/> Rental pooling <input type="checkbox"/> Interior decorating or furnishing restrictions <input type="checkbox"/> Project is a common interest apartment or community apartment <input type="checkbox"/> Multi-dwelling Unit (more than one unit on deed and/or mortgage)		
3.	Total number of units in the project.	_____		
4.	Total number of units sold and closed.	_____		
5.	Total number of units owned by the Developer. How many of the Developer owned units rented?	_____ _____		
6.	Largest number of units owned by a single person/entity. (The lowest number would be at least 1.)	_____		
7.	Is there any additional phasing or annexation?	_____ Yes _____ No		
8.	Are units owned fee simple (FS) or leasehold (LH)?	_____ FS _____ LH		
9.	Are all units, common areas, and amenities completed?	_____ Yes _____ No		
10.	Date Association turned over to unit owner control (Month/Year).	_____		
11.	Is the project subject to a recreational or land lease?	_____ Yes _____ No		
12.	Are the units subject to recurring transfer fees paid to the developer upon the sale of a unit?	_____ Yes _____ No		
13.	Does the project have a mandatory club membership? If yes, who owns the club? _____	_____ Yes _____ No		
14.	Is the association subject to any lawsuits or pre-litigation activity (e.g., mediation, arbitration, etc.)? If yes, provide the complaint(s) for the lawsuit(s) and/or details of the pre-litigation activity.	_____ Yes _____ No		
15.	Does the project contain commercial space? If yes, what percentage of the project is commercial? _____%	_____ Yes _____ No		
16.	Has the HOA or Developer retained any right of first refusal? If yes, are mortgagees excluded from this right of first refusal?	_____ Yes _____ No _____ Yes _____ No		
17.	If a unit is foreclosed or taken back by deed in lieu of foreclosure, is the mortgagee (lender) responsible for HOA dues? If yes, for how long? _____ 0-6 months _____ 7-12 months _____ more than one year	_____ Yes _____ No		

SPECIAL ASSESSMENTS

18. How many special assessments are ongoing or planned? _____
 What is the purpose of each special assessment?

 What is the total amount of each special assessment? _____
 When does the special assessment begin and end? _____
 If the special assessment(s) are related to critical repairs, have all repairs been completed? _____ Yes _____ No
 How many unit owners are more than 60 days delinquent in their special assessment? _____

DEFERRED MAINTENANCE

19. Does the association have any reports regarding deferred maintenance? _____ Yes _____ No
 If yes, please provide copy of the report.
20. Have there been any inspections done within the past three years? _____ Yes _____ No
 If yes, please provide copy of the inspection report.
21. Has the project failed to pass state or other jurisdictional inspections or certifications related to structural soundness, safety, or habitability? _____ Yes _____ No
22. Is the project subject to evacuation orders? _____ Yes _____ No
23. Does the project have material deficiencies that would result in critical elements or system failures within 1 year? _____ Yes _____ No
 If yes, what elements are impacted? _____
24. Is there mold, water intrusion, or damaging leaks that have not been repaired? _____ Yes _____ No
 If yes, please explain. _____
25. Is there any advanced physical deterioration? _____ Yes _____ No
 If yes, what elements are impacted? _____
26. Are there any unfunded repairs costing more than \$10,000 per unit that should be repaired within the next 12 months? _____ Yes _____ No
 If yes, please explain. _____

Acceptable sources include an officer of the condominium association or a qualified employee of the association’s management company.

 Source of Information

 Signature

 Title

 Date

 Phone Number

 Email Address

 Website Address of Association