

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) <input type="checkbox"/> Timeshares <input type="checkbox"/> Owned or Operated as a Continuing Care Facility	
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 (other than the HOA)? 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.	Has the HOA obtained any loans to finance improvements or deferred maintenance?	_____ 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? _____
 Are the special assessments related to critical repairs? _____ Yes _____ No
 • If YES, have all repairs been completed? _____ Yes _____ No
 • If NO, what repairs remain outstanding and what are the anticipated completion dates of each? _____

 How many unit owners are more than 60 days delinquent in their special assessment? _____

DEFERRED MAINTENANCE – Answer questions to the best of your knowledge. FNMA & FHLMC require answers to these questions.

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 _____