



Terra Vista HOA Management

P.O. Box 1067

Monterey, CA 93940

Website: TerraVistaHOA.biz

Office: (831) 375-5444 Email: TVteam@terravistahoa.biz

2020 Homeowners Association Document Request

Please select option(s) below. Owner/Seller signature required.

Standard HOA Documents Package for Escrow

Price: \$500 Standard turnaround time is 10 days from receipt of payment.

Requests must be submitted through Title Company. One update within 90 days from initial request included. Package Includes:

- Completed Escrow Demand Statement provided by Title Company
- HOA Disclosures
- Transfer Fee

Escrow Demand Statement (No additional disclosures included)

Price: \$200 Standard turnaround time is 7 days from receipt of payment.

Lender Questionnaire (Lender provided Questionnaire)

Price: \$300 Standard turnaround time is 7 days from receipt of payment.

Optional 2-Day Rush Fee

Price: \$150 Available for any of the options above.

Total amount due for options selected: \$ _____

Forms of payment accepted: Credit Card or Check payable to Terra Vista HOA Management

Currently in Contract? NO YES **Contract Deadline:** _____

AUTHORIZATION FOR THE RELEASE OF OWNER INFORMATION

I (we) hereby authorize Terra Vista HOA Management to provide the requested documents to the parties listed below, including the potential Buyer's Lender as it pertains to a Questionnaire, for the property located at:

Signature: _____ Printed: _____ Date: _____

Signature: _____ Printed: _____ Date: _____

Title Company/ Escrow Officer Contact Information:

Lender Representative Contact Information:

For TV Office Only: Payment Type: _____ **Received By:** _____ **Date:** _____

Return By: _____ **Completed By:** _____