

REQUEST FOR PROPOSAL

ASSOCIATION: _____ DATE: _____

HOMEOWNER ASSOCIATION [] CONDOMINIUM [] TOWNHOMES [] COMMERCIAL []

LOCATION/ DIRECTIONS: _____

REQUESTED BY: _____ POSITION: _____

ADDRESS: _____ CITY/ZIP CODE: _____

PHONE: _____ WORK: _____ CELL: _____

EMAIL: _____

How Did You Hear About Us?

LOTS IN ASSOCIATION: _____ AGE OF SUBDIVISION: _____ TURNED OVER: _____

LOTS CLOSED: _____ DEVELOPER: _____ NO. OF BOARD MEMBERS: _____

PRICE RANGE OF HOMES/UNITS: FROM \$ _____ TO \$ _____

ANNUAL ASSESSMENT: \$ _____ [] ANNUALLY [] SEMI-ANNUALLY [] QUARTERLY [] MONTHLY

ANNUAL BUDGET: _____ LOTS X \$ _____ ASSESSMENT = \$ _____

CURRENT STATUS OF DELINQUENCIES: _____ (IF THEY KNOW)

ASSOCIATION ATTORNEY: _____ (IF THEY KNOW)

COMMUNITY DESCRIPTION/ AMENITIES:

- | | |
|---|--|
| <input type="checkbox"/> ENTRANCE | <input type="checkbox"/> POOL/ CABANA |
| <input type="checkbox"/> WALL/ FENCE DEFINES COMMUNITY | <input type="checkbox"/> POOL/ CLUBHOUSE (SCHEDULING? <input type="checkbox"/>) |
| <input type="checkbox"/> GATED | <input type="checkbox"/> TENNIS/ HAND BALL COURTS |
| <input type="checkbox"/> PLAYGROUND/ TOT LOT | <input type="checkbox"/> BOAT RAMP |
| <input type="checkbox"/> LAKEFRONT/ RETENTION POND(S) _____ | <input type="checkbox"/> OTHER: _____ |

COMMITTEES:

- ARCHITECTURAL REVIEW BOARD
- NEWSLETTER: HOW OFTEN: _____ PREPARED BY: _____
- DISTRIBUTED HOW: _____
- OTHER: _____

SERVICES DESIRED:

- FULL SERVICE MANAGEMENT:
- ON-SITE INSPECTIONS: [] MONTHLY [] BI-WEEKLY [] WEEKLY
- ATTEND DIRECTORS' MEETINGS: [] QUARTERLY [] BI-MONTHLY [] MONTHLY
- VIOLATION LETTERS ESTIMATED PER MONTH _____

CURRENT MANAGEMENT: _____ SINCE: _____

CURRENT PROBLEMS/ REASON PROPOSAL REQUESTED: _____

AMOUNT PROPOSED: \$ _____ COMMENTS: _____

PROPOSAL NEEDED BY: _____ DATE MAILED _____ BOARD INTERVIEW DATE: _____