



**661 Ravenglass Drive
Fort Mill, SC 29715
(803) 317-2500**

HOMEOWNER'S ASSOCIATION QUESTIONNAIRE

PROJECT NAME _____ ADDRESS: _____
BORROWER(S): _____ LOAN #: _____

Tricont Mortgage is processing a mortgage loan for a member property located in the subject homeowner's association/project. Your assistance is appreciated in helping us answer the questions on this form. Please respond as soon as possible.....Thank you very much.

1) - Legal name of project/homeowner's association is:

2) - The project is a

1) Condominium __ 2) PUD __

3) - Was the project created by the conversion of an existing building? If yes, please provide the following information:

1) Age of subject: _____ 2) Year converted: _____ 3) Original use: _____

4) - Voting control of the Board of Directors has been turned over from builder/developer since: _____/_____ (month/year).

If not turned over yet, please provide anticipated date of transfer: _____/_____ (month/year).

5) - The project is or is not a legal phased project.

The project consists of _____ total units in _____ legal phases.

6) - Are all units and common areas/facilities complete?

Yes __ No __

7) - Can the project be expanded beyond its current size?

Yes __ No __

If yes, number of additional units to be built _____

8) - Please indicate the common amenities (other than those in a Master Association):

Pool, # of _____ Clubhouse, # of _____

Tennis Court, # of _____ Playground, # of _____

Other _____

9) - Is there any commercial space designated in the project?

Yes ___ No ___

Describe _____.

If yes, is the designated space more than 20% of the total square footage of the entire project?

Yes ___ No ___

10) - Is there more than one association for the project, such as a "Master" or "Umbrella" Association?

Yes ___ No ___

If yes:

- Name of Master Assoc.: _____

- Recreational Amenities: _____

Are the amenities complete?

Yes ___ No ___

Date control of MHOA turned over to unit owners: _____

11) - Is the subject association involved in any litigation?

Yes ___ No ___

If yes, please provide copies of all litigation information available.

12) - How is title held to units?

1) Fee Simple ___ 2) Leasehold ___ If leasehold, provide copy of lease(s)

13) - Are there any leased common areas/facilities?

Yes ___ No ___

If leasehold, provide copy of lease(s).

14) - Do the unit owners have sole ownership in and the right to the use of the project facilities?

Yes ___ No ___

15) - Does the project contain any leased or rented units?

Yes ___ No ___

If yes: How many? _____

16) - Is there a rental service for leasing/renting units?

Yes ___ No ___

17) - Does the homeowner's association provide a cleaning service for the leased/rented units?

Yes ___ No ___

18) - Does the project have a front check-in desk for the leased/rented units?

Yes ___ No ___

19) - Does any single investor or entity own more than 10% of the total units in the project?

Yes ___ No ___

If yes, please identify the investor/entity and indicate the total number of units owned by each separate investor:

20) - Does an outside professional management firm manage the project?

Yes ___ No ___

If yes, please provide contact information:

1. Name of Company: _____

2. Contact Person: _____

3. Address: _____

4. Phone #: _____

22) - The unit assessment charges/fees for all units are:

1. Uniform charges of \$_____ per month

2. Varying charges of \$_____ to \$_____ per month

23) - How many members owned units are delinquent more than 30 days in their payment?

Number of Units: _____ The total amount is \$_____

24) - The amount currently held in a segregated reserve account for future repair/replacement of the project is \$_____

This amount is adequate for replacement of major components

Yes ___ No ___

25) - Are there any special assessments now approved, or have there been any in the past year?

Yes ___ No ___

If yes, please describe the nature of assessment, amount and per unit charge:

26) - Are there any mortgages or other long-term debts currently outstanding for the association?

Yes ___ No ___

If yes, please describe the terms of the loan

: _____

27) - Does the Declaration or any other constituent documents governing the project contain a right of refusal (or to provide a substitute buyer) in favor of the association or developer to purchase any unit in the project offered for sale, lease or transfer?

Yes ___ No ___

28) - If a unit is taken over in foreclosure or deed-in-lieu, is the mortgagee responsible for delinquent HOA dues?

Yes ___ No ___

If yes, are they responsible for: 1) 0-6 months ___ 2) 7+ months ___

29) - Please provide the following insurance information for the project:

Insurance Company: _____ Agent's Name: _____

Phone #: _____ HOA_cert.doc rev: 12/00 2

30) - Please provide the following sales information:

1. Total number of completed units in project _____
2. Total number of units conveyed _____
3. Total number of units under contract _____
4. Total number of units conveyed/under contract to investors _____

NOTE:

Please provide the following documents along with the completed questionnaire:

1. Homeowner's Association Budget
2. Management Company Agreement (if applicable)
3. Copy of Declaration page from the Master Insurance Policy that reflects hazard, liability, fidelity bond and flood insurance if applicable.

The undersigned hereby certify that the information provided is true and accurate to the best of their knowledge as of this

Date: _____

Name of authorized signer: _____

Title: _____ Organization: _____

Signature: _____ Phone #: _____

THIS FORM IS TO BE COMPLETED BY A DIRECTOR OR OFFICER OF THE HOA OR MANAGER OF THE MANAGEMENT COMPANY ONLY.

MORE INFORMATION

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*Hope we can earn your trust and help you with all your mortgage and financial needs..... **PLEASE CALL US (803) 317-2500.***