



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

UNIFORM CONDOMINIUM/PUD
QUESTIONNAIRE

Project Name: _____ Date: _____
Address: _____ City: _____

GENERAL INFORMATION

1) - The legal name of this project is:

It is a Condominium: __ or a Planned Unit Development (PUD): __

2) - If the project was __ or is being __ created by the conversion of an existing building, please provide the following:

Age of building: _____ Year converted: _____ Type of original use: _____

3) - The project is __ not __ a legally phased project.

The project consists of _____ units in _____ legal phases.

4) - Describe the unit sales. For a fully constructed project that has been sold out, complete the below information.

Unit Sales and Types

Total number of units in project _____ Single-Family Detached _____

Total number of units conveyed to purchases _____ Townhouse, Row, or Cluster _____

Show breakdown below: Garden _____ Number of stories _____

Total number of principal residence units conveyed _____ Mid-rise _____ Number of stories (3-5) _____

Total number of second home units conveyed _____ High-rise _____ Number of stories (6 or more) _____

Total number of investor -owned units conveyed _____ Other _____

Total number of units retained by developer/converter _____

5) - Does any investor own more than one unit

Yes __ No __

If YES, identify the investor, (the same individual, investor group, partnership, or corporation) and indicates the total number of units owned by each such investor in the project _____

6) - Does any investor own more than 10% of the total units in the project?
Yes ___ No ___

7) - The recreational amenities (other than those in a master association) include:

1) Pool # _____ 2) Clubhouse # _____ 3) Tennis Court # _____ 4) Playground # _____
5) Other _____

8) - Are all units and facilities complete? (This included all amenities and common areas such as pool, tennis courts, roads, walkways, parking areas, landscaping, clubhouse, and renovations associated with conversions)

Yes ___ No ___

If NO, please provide the following: _____ units is _____ Phases have been completed.
Describe the incomplete items:

9) - Can the project be expanded beyond its current size?
Yes ___ No ___

10) - Is the Homeowner's Association currently a party in any type of litigation or public administrative action (including any violations of any environment or public health statutes and laws or current environmental or public health litigation or administrative action)?

Yes ___ No ___

If YES, describe the nature of the litigation or public action and attach any information

11) - Has the Homeowner's Association been notified of any violation of any government or land-use regulations (such as zoning ordinances and coastal tideland or wetlands laws)?

Yes ___ No ___

If YES, describe the nature of the violation and attach any information.

12) - How is title to the units held:

Fee Simple: _____ Leasehold: _____. If Leasehold, please provide a copy of the lease.

13) - Are there any leased recreational facilities or any common area leases?

Yes ___ No ___

If YES, please provide a copy of the lease.

- 1) Uniform Condominium Information/Uniform Condominium Questionnaire 5/2002
- 2) Uniform Condominium Information/Uniform Condo Questionnaire 5/2002 2

14) - Does the unit owner own the lot or land below the unit or an undivided interest in common land?

1) Own ___ 2) Undivided interest ___

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

Yes ___ No ___

If NO, please explain: _____

16) - Does the developer retain ownership interest in any of the facilities or common area?

Yes ___ No ___

If YES, please explain: _____

17) - Do the project documents allow the units to be leased or rented for less than a 30-day period?

Yes ___ No ___

18) - Are there any other restrictions relating to the term of any lease or rental agreement?

Yes ___ No ___

If YES, describe restrictions: _____

19) - Has voting control of the Board of Directors been turned over from the builder and/or developer?

YES, control was turned over on _____ (Month/Year).

NO, the anticipated date for the transfer of control is _____ (Month/Year).

20) - The Owners' Association fiscal year is from _____ to _____ (Month/Year).

21) - How many budget cycles have been controlled by the unit owners as a majority (as opposed to the developer)?

1) NONE ___ 2) ONE ___ 3) TWO ___ 4) MORE THAN TWO

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

1) The same, the assessment is \$ _____ per month.

2) Not the same, the assessments range from \$ _____ to \$ _____ per month.

23) - Do the unit assessments include any charges for unit utilities?

Yes ___ No ___

If YES, please indicate which utilities: _____

24) - As of the start of the current fiscal year, how many are delinquent more than thirty (30) days in their unit assessment charges? # _____. Total amount of outstanding delinquent charges is \$ _____

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

Yes ___ No ___

If YES, describe the nature / purpose, the total amount, and the per unit charge.

1) Nature / Purpose of assessment: _____

2) Total amount of assessment: \$ _____.

3) Per unit charge: \$ _____.

26) - Indicate if the project is:

Self-Managed: ___ or Managed by a management firm: ___

27) - If a management firm manages the project, is it related to the developer?

Yes ___ No ___

If YES, describe the nature of the relationship _____

Name: _____ Company _____

Name: _____ Address: _____

Telephone _____

28) - If an Owners' Association employee manages the project, supply the following contact information:

Name _____ Title: _____

Mailing Address: _____ Telephone #: _____

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, the information and statements contained on this form and the attachments are true and correct.

Signature of Association Representative or Preparer _____

Date _____ Telephone Number _____

Name of Association Preparer and Title: _____

Company Name _____ Address: _____

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.**