



# NOTICE TO SELLER



## REGARDING THE ATTACHED SELLER'S HOMEOWNERS' ASSOCIATION INFORMATION FORM

Dear Seller,

When your property is subject to a Homeowners' Association (HOA) and you list your property for sale, prospective Buyers are entitled to receive certain information of material importance to help them in making a decision whether to purchase. Key concerns to Buyers are the various HOA fees, what these fees cover, the common area amenities, any restrictions regarding the use of the property, and whether the HOA is involved in any litigation. Additionally, it is important to direct Buyers to the HOA's management company or to an officer of the HOA to obtain answers for any questions they may have.

The attached SELLER'S HOMEOWNERS ASSOCIATION INFORMATION form, when accurately completed, will provide prospective Buyers with a substantial amount of important information and will aid in the sale of your property. Please be aware that your HOA or its management company may charge you an administrative fee to complete this form.

For your protection, it is recommended that you have this form completed by an authorized representative of the Homeowners' Association, not by you, the Seller. Therefore, you should immediately deliver this information form to the proper HOA officer or, if applicable, to the HOA's Management Company when you list your property for sale. Upon return of the completed form, you should promptly forward it to your REALTOR® so that he or she may provide a copy of the itemized information to prospective Buyers for your property.

This does not relieve you, the Seller, from the responsibility of notifying your HOA at the time that you enter into a contract with a purchaser for your property so the HOA can send the other documentation required to be provided to the Buyer pursuant to Arizona Revised Statutes §33-1806.

Thank you for your assistance and cooperation.



# SELLER'S HOMEOWNERS' ASSOCIATION (HOA) INFORMATION

This document is a request from the Seller to be completed by the Homeowners' Association



Property Owner(s)/Seller(s) \_\_\_\_\_ Date \_\_\_\_\_  
 Property Address \_\_\_\_\_ Lot # \_\_\_\_\_  
 Association Name \_\_\_\_\_ Association Website \_\_\_\_\_  
 Association President \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
 Treasurer or Management Co. \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ City/State \_\_\_\_\_

**ASSOCIATION FEE:** \$ 90.00  
 per  Month  Quarter  Annual  Semi-Annual

	YES	NO
Additional HOA Governing Property (Fee \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pending Litigation Involving HOA .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pending Litigation By HOA .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pending Increase in HOA Fee (Amt \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pending HOA Assessment (Amt \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**ASSOCIATION FEE INCLUDES:**

	YES	NO
Fire Protection .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Refuse Collection .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Exterior Pest Control .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Termite Control .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Insurance:		
Personal Area Structural Hazard .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Common Area Structural Hazard .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Common Area Liability .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Pool <input type="checkbox"/> Spa .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recreation/Community Center .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kitchen Facilities .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sport Court(s) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Type(s) _____		
Exercise Facilities .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Laundry Facilities .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Security Patrol <input type="checkbox"/> Guard <input type="checkbox"/> Gate .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Playground .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dog Park .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**MAINTENANCE:**

	YES	NO
Common Area:		
Structural Improvements .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grounds .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pool .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spa .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sewer Lines and/or Septic .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Streets/Parking Areas .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Personal Areas:		
Building Exterior .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patio's .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yards (Front) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yards (Back) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Roof .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heating Equipment .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cooling Equipment .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water Heater .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**UTILITIES:**

Common Area .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Personal Area:		
Electric .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gas .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water/Sewer .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Basic Cable .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Internet Access .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**OTHER:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**GENERAL INFORMATION:**

	YES	NO
Age Restricted Community .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cable TV Available .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Key to Common Area .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Key Deposit (Amount \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pets Allowed (Limit _____) (Size _____) .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RV/Boat Allowed (Limit _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RV/Boat Restrictions .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RV/Boat Storage Space Provided (Fee _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Limited Number of Vehicles (Limit _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vehicle Parking Restrictions .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Remodeling/Modifications Allowed .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HOA Approval Required .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rentals Allowed .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Short Term: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

	YES	NO
Disclosure Fee (Amount \$ <u>300.00</u> ) .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transfer Fee (Amount \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Capital Improvement Fee (Amount \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Fees (Amount \$ _____) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
HOA Controlled By:		
<input type="checkbox"/> Developer <input checked="" type="checkbox"/> Homeowners		
Sale/Lease Notification Required .....	<input type="checkbox"/>	<input type="checkbox"/>
To Whom _____ <u>Bidegain Realty</u>		
When _____ <u>Close of Escrow</u>		
What Info _____ <u>Deed</u>		
Common Area Streets are:		
<input checked="" type="checkbox"/> Public <input type="checkbox"/> Private (HOA Maintained)		
Common Area Sewer Lines are:		
<input checked="" type="checkbox"/> Public <input type="checkbox"/> Private (HOA Maintained)		

Email the completed form to: \_\_\_\_\_  
 Information provided by: Name Lorna De La Ossa Title/Position Association Manager  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

Prospective Buyers: The information contained herein is not guaranteed to be accurate and does not take the place of a detailed review of all governing documents. If you do not understand the information contained herein or in the complete governing documents, seek competent legal advice.

Revised August 2022