



CONDOMINIUM HOA FULL REVIEW QUESTIONNAIRE

Borrower Name: _____ Unit #: _____

Project Legal Name: _____

Project Address: _____

Please answer all questions; where numbers are requested, please provide the count (not the percentage).

- 1. Does the project have any of the items listed below? Please check all that apply.
2. Is the HOA a licensed Hotel, Motel, Resort, or Hospitality Entity?
3. Does project have any significant deferred maintenance meeting one or more of the following criteria:
4. Has project failed to obtain an acceptable certificate of occupancy or pass local regulatory inspections or recertifications in the last 5 years?
5. Does the HOA or do the Legal Documents require owners to make units available for rental pooling?
6. Does the HOA or do the Legal Documents require owners to share profits for the rental or units with the HOA Management Company or resort/hotel rental company?
7. Please list total number of units in the project for items a—g (please enter numbers, not percentages):
8. Are there any additional phases?
9. Units are owned as Fee Simple / Leasehold
10. Are all units, common areas, and amenities completed?
11. Date association was turned over to unit owner control (Month/Year)
12. Is the project a conversion?
13. Does the project contain any governmentally regulated low- or moderate-income housing units (also known as inclusionary zoning)?



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- 14. Is the project subject to a recreation/land lease?
15. Are the units subject to private transfer fee covenants?
16. Does the project have a mandatory club membership?
17. Are there any special assessments ongoing or planned?
18. Is the association subject to any lawsuits or litigation?
19. Does the project contain any commercial space?
20. Has the HOA or Developer retained any right of first refusal?
21. If a unit is Foreclosed or claimed with Deed-in-lieu of Foreclosure is the lender responsible for HOA dues?
22. Is the project located in a Master Association?
23. Does the HOA or Management Company maintain separate accounts for operating expense and reserve funds?
24. Is the project managed by an outside professional management firm?
25. Are monthly account statements being sent directly to the HOA?
26. Monthly HOA dues per unit
27. Date monthly dues are assessed
28. Segregated reserve account balance
29. Insurance: Agent Name: _____ Phone: _____

SOURCE OF INFORMATION: Acceptable sources of information include an officer of the condominium association or a qualified employee of the association's management company.

Source Name _____ Source Title _____
Source Signature _____ Date Completed _____
Source Email Address _____ Source Phone Number _____
Association Website Address: _____