

TRANSACTION	FEE	DUE AT TIME OF REQUEST
STATEMENTS		
1st time transfer (from Developer)	\$80.00	
Resale (Includes welcome package which consists of the Rules & Regulations, Architectural Guidelines, budget, financial, and blanket insurance declaration coverage)	\$325.00	\$75.00 (non refundable, will be credited towards the processing fee)
Refinance Statement	\$50.00	
Statement of Account	\$10.00	
Addendum B, per form	\$100.00	

Method of delivery: Pick up, email, fax, Fed EX/UPS (with escrow account #) or mail upon receipt of upfront fee

ASSOCIATION DOCUMENTS		
Litigation Status Letter	\$10.00	No charge if letter provided by litigation attorney
Association Certification (includes insurance and budget)	\$125.00	\$125.00
Governing Documents (Articles, Bylaws, CC&Rs)	\$60.00	
Partial Documents (Articles & Bylaws)	\$35.00	
CC&Rs	\$35.00	
Association General Session Minutes (latest 12 session minutes)	\$60.00	
Lien Release Recorded Other Than by Keystone Pacific	\$75.00	
Statement of Occupancy Letter	\$10.00	

Method of delivery: Pick up, email, Fed EX (with escrow account #) or mail upon receipt of upfront fee

LENDER QUESTIONNAIRE		
Condo Questionnaire for Resale - Class 1	\$125.00	Upfront or in exchange
Condo Questionnaire for Refinance - Class 1	\$125.00	Upfront

Method of delivery: Pick up, email, Fed EX (with escrow account #) or mail upon receipt of upfront fee

RUSH FEES		
"Rush" Charge (next business day)	\$75.00	Required upfront

CANCELLATION FEES		
Demand Cancellation		Upfront fee is retained

****Please note that all fees are subject to change without notice**