

Request for Proposal
Reserve study

Short form



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Reserve studies since 1982

Please complete this form and return it to our office. Be as detailed as possible. The more information we are able to obtain, the more accurate our proposal will be.

1

Date proposal needed

Site Inspection Required (yes or no)

Date reserve study needed

How did you hear about us?

Special comments / issues / concerns about reserve study

2

Contact Information

Association Name

Contact Name:

Association Site Address

City State Zip

Management Company Name

Mailing Address

City State Zip

Phone

FAX

Email

Web

Phone

FAX

Email

3

Property / Association Description

Type: Planned Development Condominium/Co-op Commercial Other

of Lots / Units # of buildings # of stories

Year built (Approximately)

Fiscal year begins (Month or date)

Date of last reserve study

4

Description of Major Amenities

Description	Quantity	Comments