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Document Request

DOCUMENTS: *(in alphabetical order)*

| | Pages | Cost * |
|-------------------------------------------------------------------|-------|-------------------------------|
| 1. Architectural Design Manual (most recent version) | 73 | \$ 9.51 |
| 2. Articles of Incorporation..... | 10 | \$ 2.70 |
| 3. Association Bylaws..... | 23 | \$ 4.11 |
| 4. Covenants, Conditions and Restrictions | 193 | \$ 22.48 |
| 5. Financial Statement (Income Statement and Balance Sheet) | _____ | \$ _____ |
| 6. Insurance Certificate..... | 1 | \$.27 |
| 7. Minutes from meeting of the Board of Directors..... | _____ | \$ _____ |
| 8. Operating Budget (most current)..... | 3 | \$.81 |
| 9. Policies | | |
| A. Abatement Policy..... | 3 | \$.81 |
| B. Architectural Review Fee Resolution..... | 2 | \$.54 |
| C. Collection Policy..... | 3 | \$.81 |
| D. Finance Policy..... | 2 | \$.54 |
| E. Penalty Policy | 3 | \$.81 |
| 10. Rules & Regulations..... | 15 | \$ 3.24 |
| 11. Summary of the Reserves..... | 5 | \$ 1.35 |
| 12. Other (please describe) _____ | | (cost per quantity of pages*) |
| Total Costs _____ | | \$ _____ |

*Cost for photocopies. All costs are calculated at 25 cents each for the first 10 pages and 10 cents for additional pages.
 Electronic format available for \$20.00.

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DELIVERY: NRS 116.4109(3) generally states that the Association shall furnish these documents within 10 days after receiving a written request by the Owner or the Owner's authorized agent.

All charges include sales tax.

| | <u>FEE</u> | <u>TOTAL</u> |
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| or (2) Photocopies | <i>(Total above)</i> | \$ _____ |
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AUTHORIZATION:

Owner's signature required

Owner's Signature

Date

I authorize OMS to release the Documents requested above to my representative (full name)

Authorized Representative