



FirstService Residential California  
 15241 Laguna Canyon Road  
 Irvine, CA 92618  
 (800) 428-5588



# RESALE DISCLOSURE SERVICES

## THIS IS NOT AN INVOICE

**Please submit ALL Requests online at [www.fsresidential.com](http://www.fsresidential.com).**

Click on "Order Documents & Certificates" to be directed to our ordering site. If you do not have an account, click "Register Now" on the right side of the page to set up an account.

**Documents may be delivered via email, print or CD.**

Printed or CD requests will be shipped via UPS at an additional charge.

Documents are non-returnable / non-refundable.

### Services Available

**Allow 6-10 business days for completion on all requests not submitted on a rush.**

Resale Statement of Account/Processing Fee	\$380.00
Refinance/Release of Lien Statement of Account	\$147.00
Updated Statement Fee (within 30 days of original statement)	Free
Updated Statement Fee (after 30 days of original statement)	\$106.00
Lender Questionnaire Form	\$205.00
Update Lender Questionnaire (within 30 days of original disclosure)	\$88.00
3-5 Business Day Rush	\$58.00
1-2 Business Day Rush	\$117.00

### **Additional fees that may apply**

Cancellation Fee (in addition to document and rush fees)	\$75.00
Release of Lien Fee	\$165.00
Recording Administration Fee	\$125.00

**Allow specified days for completion on all requests not submitted on a rush.**

Bank Requests (6-10 business days)	\$0.00
Appraiser Report (3-5 business days)	\$59.00
Appraiser Report (1-2 business days)	\$76.00
Loan Estimate Questionnaire (1-2 business days)	\$30.00
Reverse Mortgage Account Verification	\$147.00

### Association Documents Available

**Additional fees are charged for the following documents as requested.**

CC&Rs	\$48.00
Bylaws	\$42.00
Articles of Incorporation	\$42.00
Financial Audit	\$42.00
Budget Pack	\$42.00
12 Months BOD Meeting Minutes (as available)	\$85.00
Association Policies	\$30.00
Litigation Letter/Disclosure	\$42.00
Occupancy Report	\$36.00
Insurance Dec Page	\$42.00
Management Liability Certificate	\$42.00

**All fees are per Association | Fees subject to change without notice**