



Oaks North Community Center, Inc.

"An Age 55+ Community"

www.oaksnorthcommunity.org

OAKS NORTH COMMUNITY CENTER ESCROW DOCUMENT ORDER FORM

I certify that I am the current Owner of Record, authorized Managing Agent or Legal Representative for a property in a development which is part of Oaks North Community Center for the following property address:

Address: _____ Member # _____

	Document Request – Escrow document fees must be paid in advance by check or money order made payable to ONCC (Oaks North Community Center.)	Cost
	Community Center provides CC&Rs for property in Oaks North 2, 3, 6 & Oaks North Estates ONLY. NOTE: Individual subs must provide their own set of CC&R's.	\$ 50.00
	BYLAWS	\$ 25.00
	ARTICLES OF INCORPORATION	\$ 15.00
	BUDGET/ANNUAL POLICIES/COLLECTION POLICIES	\$ 25.00
	AUDITED FINANCIAL STATEMENT	\$ 25.00
	RESERVE STUDY	\$ 25.00
	STATEMENT OF FACTS INCLUDES: Insurance Cert, Litigation Information, Age Verification Notice and copy of the Account Ledger	\$ 25.00
	12 MONTHS OF BOARD MEETING MINUTES	\$ 30.00
	AGE VERIFICATION FORM (To be completed by all residents)	\$ 10.00
	RULES AND REGULATIONS	\$ 10.00
✓	MANDATORY DOCUMENT PACKAGE PREP FEE	\$100.00
	EXPEDITE SERVICE RUSH ORDER – (3-5 business day turn around)	\$ 50.00
	<u>Close of Escrow Fees and Gate Access (Due at Closing)</u>	
	NEW OWNER TRANSFER FEE	\$100.00
	GATE ACCESS KEY FOB – NEW OR REPLACEMENT	\$ 50.00
	<u>The following are Fees for Refinance Packages Only</u>	
✓	MANDATORY DOCUMENT PACKAGE PREP FEE	\$50.00
	STATEMENT OF FACTS INCLUDES: INSURANCE CERT, INTERNAL DISPUTE, LITIGATION INFORMATION, ACCOUNT LEDGER AND COLLECTION POLICIES	\$ 25.00
	CERTIFICATE OF INSURANCE ONLY	\$ 10.00
	TOTAL AMOUNT DUE: \$ _____ Check # _____	

Providing this information to a buyer is a condition for the purchase of the property and is the responsibility of the seller or Escrow Officer. The purchaser agrees to keep said information confidential except as required to comply with the law. Duplication of these documents except by written consent is prohibited and documents duplicated independently of the of the Oaks North Community Center office cannot be verified as current or authentic.

By Signature I verify that I am the current Owner of Record, authorized Managing Agent or Legal Representative and I will provide supporting documents upon request.

Signature: _____ Date: _____

Do not duplicate or distribute documents without written permission from Oaks North Community Center Inc.