

ASSET PROPERTY MANAGEMENT, INC.

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 WWW.A-PM.COM

REQUEST FOR MANAGEMENT SERVICES PROPOSAL

REQUESTOR'S INFO:	
Requestor's Name:	
Your Position on the Board:	
Mailing Address for Proposal:	
City, State, Zip	
Daytime Phone Number(s):	
Fax Number:	
E-Mail Address:	

PLEASE COMPLETE THE QUESTIONNAIRE BELOW AS MUCH AS POSSIBLE:	
Name of the Homeowners Association:	
Approximate Age of HOA:	
Is HOA a Gated Community?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Homes/Units:	Qty. currently: _____ Qty. at Buildout (if under Developer control): _____ Developer's Name if applicable: _____
Current Management Company:	
Amount of Homeowner's Annual Assessment:	\$ _____ <input type="checkbox"/> Month <input type="checkbox"/> Quarter <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Year
Any Townhall Meetings besides Annual Meeting?	
HOA Type: <input type="checkbox"/> Condo <input type="checkbox"/> Townhome <input type="checkbox"/> Office Condo <input type="checkbox"/> Subdivision <input type="checkbox"/> Planned Unit Development (P.U.D.)	Board Meeting Frequency: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____
Employees of the HOA (this does not apply to "contractors" of the HOA): <input type="checkbox"/> On-Site Manager <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Porter/Maintenance <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Lifeguard(s) # _____ <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Other: _____	Mark off all amenities that apply: <input type="checkbox"/> Basketball Court <input type="checkbox"/> Clubhouse <input type="checkbox"/> Parking - <input type="checkbox"/> Covered <input type="checkbox"/> Assigned <input type="checkbox"/> Guard House <input type="checkbox"/> Picnic Area <input type="checkbox"/> Playground <input type="checkbox"/> Pool <input type="checkbox"/> Security Patrol <input type="checkbox"/> Tennis Court

**Fax or Mail to Asset Property Management, Inc.
 THANK YOU!**