



CHARGES FOR DOCUMENTS PROVIDED
 AS REQUIRED BY CALIFORNIA CIVIL CODE §1368
 (Fee Schedule for Property Transaction Department)

THIS IS NOT AN INVOICE

THIS FORM IS BEING PROVIDED PER CALIFORNIA CIVIL CODE §1368.2 AND IS NOT INTENDED TO BE UTILIZED AS A TOTAL AMOUNT DUE ON ANY SPECIFIC RESALE TRANSACTION

The information provided in this form may not include all fees that may be imposed before the close of escrow.
 Additional fees that are not related to the requirements of Section 1368 may be charged separately.

Property Address _____

Owner of Property _____

Owner's Mailing Address _____

(If known or different from property address)

Provider of Section 1368 Items:

Print Name	Position or Title	MERIT Association or Agent	Date Form Completed
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Document	Civil Code Section	Included	Not Available or Not Applicable
Articles of Inc. or statement that not incorporated	Section 1368(a)(1)	Included with Bylaws	
CC&Rs	Section 1368(a)(1)	\$40.00	
Bylaws	Section 1368(a)(1)	\$25.00	
Operating Rules	Section 1368(a)(1)	\$25.00	
Age restrictions, if any	Section 1368(a)(2)	Included in the CC&Rs	
Pro forma operating budget	Sections 1365 and 1368(a)(3)	\$20.00	
Assessment and reserve funding		Included in the Budget	
Financial statement review	Sections 1365 and 1368(a)(3)	\$20.00	
Assessment enforcement policy	Sections 1365 and 1368(a)(4)	Included in the Budget	
Insurance summary	Sections 1365 and 1368(a)(3)	Included in the Budget	
Regular assessment	Section 1368(a)(4)	Included in the Statement of Account	
Special assessment	Section 1368(a)(4)	Included in the Statement of Account	
Emergency assessment	Section 1368(a)(4)	Included in the Statement of Account	
Other unpaid obligations of seller	Sections 1367.1 and 1368(a)(4)	Included in the Statement of Account	
Approved changes to assessments	Sections 1365 and 1368(a)(4), (8)	Included in the Budget	
Settlement notice regarding common area defects	Sections 1368(a)(6), (7) and 1375.1	See disclosure if applicable	
Preliminary list of defects	Sections 1368(a)(6), 1375, and 1375.1	See disclosure if applicable	
Notice(s) of violation	Sections 1363 and 1368(a)(5)	Included in the Statement of Account	
Required statement of fees	Section 1368	Included in the Statement of Account	
Minutes of regular meetings of the board of directors conducted over the previous 12 months, if requested	Section 1368(a)(9)	\$72.00	
	Total fees for these documents:	\$202.00	

Other Services and Documents Available

Resale Statement of Account	\$295.00
Updated Statement Fee	\$75.00
Cancellation Fee (in addition to document and rush fees)	\$75.00
Refinance / Release of Lien Statement of Account	\$125.00
Lender Questionnaire Form	\$125.00
Litigation Disclosure/ Litigation Letter	\$30.00
Occupancy Report	\$30.00
Management Agreement	\$25.00
Service Charge (credit card only, nonrefundable)	\$5.00
Release of Lien	\$50.00
Next Business Day Rush	\$100.00
Three Business Day Rush	\$50.00

**Please submit your order online
www.meritpm.com
 under Resale/Lender Requests**

Allow 7 business days for all requests not submitted on a rush

Documents are non-returnable/ non-refundable

All fees are per Association