



Request to Review Association Records

Name: _____ Association Name: _____

Phone: _____ Email: _____ Unit/Lot#: _____

I, _____, understand that WPI is required to not release confidential information. In abiding with the governing documents, an appointment will be set during regular business hours at the office of WPI Real Estate within 2 business days of my request. A conference will be reserved for my use for 30 minutes subject to availability. Additional time will be charged to me by the quarter hour at \$50.00/hour payable to WPI Real Estate due at the end of the appointment.

List of requested records: _____

Reason for the Request: _____

Specific concerns or questions: _____

Preferred dates for appointment (not guaranteed): 1. Date: _____ Time: _____
 2. Date: _____ Time: _____ 3. Date: _____ Time: _____.

I understand and agree to the above conditions:

Signature: _____ Date: _____

<p>Office Use Only:</p> <p>Appointment Date: _____ Start time: _____ End time: _____</p> <p>Owner notified of Appointment: Date: _____ <input type="checkbox"/>Email <input type="checkbox"/>Fax</p> <p>Charges:</p> <p>Copies: 10¢/page--Number _____ Extra time: _____ minutes</p> <p>Total Cost: _____ Paid on: _____</p>
