

# Condo Document Order Form

Order Date: \_\_\_\_\_



**Delivery time: 5-10 working days. Sorry, no rushes.**

## Your Information

Name		Company	
Email		Address 1	
Phone	Fax	Address 2	

## Product Information

Property / Condo Name		Address 1	
Unit #	T.M.K.	Address 2	
Your Reference (if any)		Additional Info. (if any)	

<input type="radio"/> <b>Full Package</b> - Not to exceed \$330 + tax - Includes all available documents for specified property	<input type="radio"/> <b>Ala Carte   Select from the list below</b> - \$1 per page unless otherwise specified <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <input type="radio"/> Articles of Association  <input type="radio"/> Articles of Incorporation  <input type="radio"/> Amendments to Articles of Association  <input type="radio"/> By Laws / Restated By Laws  <input type="radio"/> Amendments to By Laws / to Restated By Laws  <input type="radio"/> Declaration of CC&amp;R and/or CPR  <input type="radio"/> Amendments to Declaration of CC&amp;R and /or CPR  <input type="radio"/> Annual Meeting Minutes                 </td> <td style="width: 50%; border: none;"> <input type="radio"/> Minutes from Board of Directors Meeting  <input type="radio"/> House Rules - Including Amendments  <input type="radio"/> Financial Statement - Current or Last Issued  <input type="radio"/> Operating Budget - Current of Last Issued  <input type="radio"/> Insurance Summary  <input type="radio"/> Complete Reserve Study Report  <input type="radio"/> Lenders Disclosure (HOA Cert.)* - \$85  <input type="radio"/> Property Information Form (RR105c)** - \$140                 </td> </tr> </table>	<input type="radio"/> Articles of Association <input type="radio"/> Articles of Incorporation <input type="radio"/> Amendments to Articles of Association <input type="radio"/> By Laws / Restated By Laws <input type="radio"/> Amendments to By Laws / to Restated By Laws <input type="radio"/> Declaration of CC&R and/or CPR <input type="radio"/> Amendments to Declaration of CC&R and /or CPR <input type="radio"/> Annual Meeting Minutes	<input type="radio"/> Minutes from Board of Directors Meeting <input type="radio"/> House Rules - Including Amendments <input type="radio"/> Financial Statement - Current or Last Issued <input type="radio"/> Operating Budget - Current of Last Issued <input type="radio"/> Insurance Summary <input type="radio"/> Complete Reserve Study Report <input type="radio"/> Lenders Disclosure (HOA Cert.)* - \$85 <input type="radio"/> Property Information Form (RR105c)** - \$140
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\*Does not apply to Maui Vista      \*\*Does not apply to Aston

## Delivery & Payment

<input type="radio"/> <b>Email to:</b> _____ <input type="radio"/> <b>Fax to:</b> _____ <input type="radio"/> <b>CD = additional \$10 per CD</b> # of CD's _____ <input type="radio"/> <b>Hard Copy</b> - additional \$0.15 per page <input type="radio"/> <b>Pick up at Docutrive</b> <input type="radio"/> <b>Pick up at TG Branch:</b> _____	<input type="radio"/> <b>Pay by Credit Card   Visa or Mastercard Only</b> Card # _____ _____ Expiration Date _____ 3-Digit # on back of card _____ Name on Card _____ _____ <input type="radio"/> <b>Pay by Check #:</b> _____ Please make checks payable to Docutrive <input type="radio"/> <b>Pay at Pickup   Only at Docutrive</b>
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**HI State Tax**  
 Applies to all documents:  
 • 4.712% for All Oahu Properties  
 • 4.166% on all other properties



**1350 South King St.**  
 Suite 105 | Honolulu, HI 96814  
 Phone: (808) 533-2292 | Fax: (808) 533-2271  
 Email: docutrive@tghawaii.com  
 Visit our website: www.docutrive.com



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