

ESTOPPEL REQUEST

All estoppel requests should be made within 30 days of closing. A fee of up to \$250 will be charged for all questionnaires and estoppel letters.

Signed agreements must be faxed (850.224.0993), emailed (myhoaservices@gmail.com) or delivered to the management office before letters will be released.

Please mail checks payable to My HOA Services, LLC to 1615 Village Square Blvd., Suite 3, Tallahassee, FL 32309.

The request for an Estoppel must include the following information:

Association Name: _____

Property Address: _____

Seller's Name: _____

Purchaser's Name: _____

Purchaser's Address: _____

★I agree to pay the estoppel fee for the above listed client, within 30 days of closing.

Print Name: _____ Signature: _____

Company Name/Title: _____ Date: _____

Date of Closing: _____

Comments: _____