



# Stamper and Company

Property Management - Real Estate - Management Consultants

## CONDOMINIUM CERTIFICATE REQUEST FORM

1. Condominium Certificates are completed on Fridays **ONLY**.
2. There is a \$50.00 fee to complete this form. Payments are to be made payable to Stamper and Company in the form of cash, cashiers check, money order or company check. **NO PERSONAL CHECKS WILL BE ACCEPTED, unless from owner of unit.** If the \$50.00 is to be paid at closing, we will need a copy of that check prior to completing the letter.
3. The fee must be received by 4:00 p.m. on Thursday in order to have the form completed on Friday.
4. The Condominium Certificate may be faxed or mailed to our office

**PLEASE COMPLETE THE FOLLOWING AND FAX OR MAIL THIS FORM WITH YOUR CONDOMINIUM CERTIFICATE (QUESTIONNAIRE) TO STAMPER AND COMPANY:**

NAME OF COMPLEX: \_\_\_\_\_

ADDRESS OF UNIT: \_\_\_\_\_

NAME OF YOUR COMPANY: \_\_\_\_\_

YOUR NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

I have read and agree with the above stated instructions regarding the Condominium Certificate Policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

