

**REQUEST FOR
PINE MOUNTAIN LAKE ASSOCIATION
INFORMATION**

PROPERTY OWNER REQUESTING INFORMATION:

UNIT _____ LOT _____

NAME _____

PHONE # _____

FAX # _____

MAILING ADDRESS

EMAIL ADDRESS _____

I hereby request access to information of the Association for a proper purpose.

1. The Information that I wish to review are (attach separate piece of paper if necessary) **Please be specific:**

- a. _____
- b. _____
- c. _____

2. I certify that my request for information of the association is for a proper purpose related to my membership in the Association, and that this request is not for commercial purposes or my personal financial gain. Specifically, my reason for wanting to review this information is as follows:

3. I acknowledge and accept that the information of the Association will be made available to me during reasonable business hours at the Association's Administration Office, and that there may be a cost associated with making copies of such records. I further acknowledge that some or all of the information requested may be available on the Association web site at no cost to me, but that nevertheless I hereby request copies of such information at appropriate cost to me. I agree to pay all costs associated with reviewing this information, including but not limited to the actual and reasonable costs of labor and photocopying material. I further acknowledge that these costs may be required of me prior to reviewing the information.

SIGNED BY: _____
Property Owner

DATE: _____

THE ASSOCIATION OFFICE WILL MAKE A RESPONSE TO THIS REQUEST WITHIN TEN (10) DAYS.

ASSOCIATION OFFICE USE ONLY

INFORMATION GIVEN:

AUTHORIZED BY: _____