



## Proposal Request

Name of Association: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip-Code: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**Current Board Members**

President	Phone:
Treasurer	Phone:
Vice President	Phone:
Secretary	Phone:
	Phone:
	Phone:
	Phone:
	Phone:
	Phone:

**Property**

Number of Units:	Date Established:
<input type="checkbox"/> Single Family Homes	<input type="checkbox"/> Condominium/Townhome
<input type="checkbox"/> New Community not completely built – BUILDER:	

**Common Areas (check all that apply)**

<input type="checkbox"/> Clubhouse # ( )	<input type="checkbox"/> Lakes # ( )	<input type="checkbox"/> Pool # ( )	<input type="checkbox"/> Tennis Courts # ( )
<input type="checkbox"/> Private Streets	<input type="checkbox"/> Water Feature # ( )	<input type="checkbox"/> Turf	<input type="checkbox"/> Desert
<input type="checkbox"/> Parks # ( )	<input type="checkbox"/> Retention Areas # ( )	<input type="checkbox"/> Walls # ( )	<input type="checkbox"/> Lighting
Other <input style="width: 100px;" type="text"/>	<input type="checkbox"/> Gates # ( )		

Currently managed by a management company:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current Management Company	Years:	
Reason for change:		
When is transition to new Property Management Company needed?		

**Services Requested (Check all that apply)**

<input type="checkbox"/> Complete Financial Services
<input type="checkbox"/> Full Compliance (property management of common areas and homeowners)
<input type="checkbox"/> Website (online payment, events calendar, etc)
<input type="checkbox"/> Newsletter
<input type="checkbox"/> Board Meeting Frequency _____ # of Board Members _____
<input type="checkbox"/> Board Meeting Minute Taking
<input type="checkbox"/> Board Member Educational Program
<input type="checkbox"/> Other
<input type="checkbox"/> Other
<input type="checkbox"/> Other
<input type="checkbox"/> Other
<input type="checkbox"/> Other:

Miscellaneous Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Request Presentation by (check all that apply):  Mail  Email  In Person

Presented By: \_\_\_\_\_  
IFPM Property Manager