



100 W Harrison St.
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Seattle, WA 98119
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RESALE CERTIFICATE REQUEST FORM

Please prepare and provide a Resale Certificate including Exhibits for the following unit:

UNIT # _____ of _____ Condominium Association.

Owner(s) Name: _____ Phone: _____

Unit Address: _____

[] I wish to pick up the Resale Certificate. Please contact _____ at _____

[] Please mail the Resale Certificate (additional charges to cover Shipping & Handling, see options below) to the following address: _____

Item 17: Non-Conforming unit alterations (check one)

[] There are no alterations or improvements to the Unit or to the limited common elements assigned thereto that violate any provisions of the Declaration.

[] Attached hereto as Exhibit 17 is a statement describing any alterations or improvements to the Unit or to the limited common elements assigned thereto that violate any provision of the declaration.

Item 19: Code Violations (check one)

[] There are no violations of the health or building codes with respect to the Unit, the limited common elements assigned thereto, or any other portion of the Condominium.

[] Attached hereto as Exhibit 19 is a statement describing any violations of the health or building codes with respect to the Unit, the limited common elements assigned thereto, or any other portion of the Condominium.

Preparation Options

[] I require a Standard Preparation (10 Calendar Days) at a fee of \$275.00

[] I require an Expedited Preparation (2 Business Days) at a fee of \$395.00

[] I require an Emergency Preparation (1 Business Day) at a fee of \$495.00

[] I require an updated Resale Certificate Standard Preparation (10 Calendar Days) – between 45 days and 6 months or prior completion – at a fee of \$125.00

[] Please include the last Two Years of Meeting Minutes for an additional fee of \$50.00.

[] I require a printed copy of all documents for an additional fee of \$15.00 (Documents are provided on a CD by default.)

Shipping Options: If you wish to pick up the Resale Certificate, please skip this section.

[] Standard shipping via USPS First Class Mail for a fee of \$10.00. Please note that Resale Certificate will be mailed on or before the preparation due date. We cannot guarantee how long it will take the Postal Service to deliver it to you.

[] Express shipping via USPS Express Mail (Overnight) for a fee of \$35.00.

[] Free electronic delivery via Drop Box to this email address: _____

Payment Options:

[] Enclosed is a check made payable to GFK Management, Inc.

[] Check here if you would like a PayPal invoice to be sent for payment via credit card (\$20.00 service fee will apply).

Email Address: _____

I certify under penalty of perjury under the laws of the State of Washington that I am an owner of the Unit or the Unit Owner's Agent, and that, to the best of my knowledge and belief, the foregoing is true and correct. I understand that the Resale Certificate will be provided electronically on a CD format unless otherwise specified.

(Unit Owner's/Unit Owner's Agent's Signature)

(Printed Name)

(Date)