

CONDO FEE PLAINTIFF INTAKE FORM

PERSONAL INFORMATION

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

DEVELOPMENT NAME (i.e. Icon at Brickell): _____

CONDO ASSOCIATION (if known): _____

PURCHASE _____ RENTAL _____

COMPLAINT INFORMATION

YEARS OF RESIDENCE (i.e. 2012-2013): _____

NUMBER OF OCCUPANTS (including pets): _____

ADMIN FEE CHARGED	DESCRIPTION	DATE

*An admin fee is defined as any non-refundable fee, charge, and/or assessment required at the time of move in.

DOCUMENTS PROVIDED

Application _____

Invoices _____

Receipts _____

Correspondence _____

Tenant Orientation Package _____

Other:
