

## COMMON INTEREST COMMUNITY (RCW 64.90) & CONDOMINIUM (RCW 64.34) RESALE CERTIFICATE

Unit Number/Address: *Sample Condo Purchase*

Community Name:

Buyer:

**Instructions:** This form or a statutory equivalent must be prepared by the association's officer or its authorized agent. It cannot be prepared by the real estate broker. The preparer must answer each question and attach every exhibit listed. The preparer must sign this certificate. If there is insufficient space to fully answer any question, or there is additional information which would affect any answer, the preparer should include the additional information in Section 20 (Remarks).

A purchaser is not liable for any unpaid assessment or fee greater than the amount set forth below. A unit owner is not liable to a purchaser for the failure or delay of the association to provide the certificate in a timely manner, but the purchase contract is voidable by the purchaser until the certificate has been provided and for five days thereafter or until conveyance, whichever occurs first.

The information is based on the books and records of the association and the actual knowledge of the preparer.

**1. RIGHT OF FIRST REFUSAL / RESTRAINT ON ALIENATION:**

There is not a right of first refusal or other restraint on the free alienability of the unit contained in the declaration.

**2. ASSESSMENT:**

- (a) The assessment currently due for the unit is \$383.46.
- (b) Past due and unpaid Monthly assessments against the unit total \$0.00.
- (c) There are special assessments levied against the unit totaling \$0.00, of which \$0.00 is past due, and the balance is payable:

**3. DELINQUENT ASSESSMENTS:**

As of 1/31/2022 (must be a date within the past 45 days) there are assessments against units in the association that are past due over 30 days totaling: \$0.00

**4. DELINQUENT ASSOCIATION OBLIGATIONS:**

As of 1/31/2022 (must be a date within the past 45 days) there are no monetary obligations of the association which are past due over 30 days.

**5. FEES:**

The following fees are payable to the association by unit owners (check all that apply):

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| ✓ Fines for Violation of Rules: | ✓ Late Payment: \$25.00               |
| ✓ Move-in / Move-out: \$400.00  | ✓ Resale Certificate: \$275.00        |
| ✓ Record Copying:               | Parking:                              |
| Storage:                        | Use of Common Facilities:             |
| Rental of Units:                | ✓ Other: Transfer Fee \$85.00 Dollars |

Additional Information regarding the fees above:  
85.00 (Transfer Fee)

**6. ANTICIPATED EXPENDITURE, REPAIRS, AND REPLACEMENT COSTS:**

- a) There are no reasonably anticipated expenditures, repairs, or replacement costs in excess of 5% of the board-approved annual budget of the association, regardless of whether the unit owners are entitled to approve such costs.
- b) The association has cash reserves for repairs and/or replacements as of 1/31/2022, totaling \$772,226.35.

**7. RESERVE STUDY:**

The association does have a reserve study prepared in accordance with RCW 64.90 and RCW 64.34.

**8. UNSATISFIED JUDGMENTS AND LEGAL ACTIONS:**

There are no unsatisfied judgments against the association.  
Yes

There are no legal actions in which the association is a party or claimant.

**9. INSURANCE:**

(a) The insurance broker or agent for the association's insurance policy is:

Name: The Partners Group  
Agency: Ryan Stewart  
Address:  
Phone: 425-467-3173  
Email:

(b) Describe any insurance coverage carried by the association:

**10. EXISTING USES, ALTERATIONS, OR IMPROVEMENTS:**

The board has not given or received notice in a record that any existing uses, occupancies, alterations, or improvements in or to the seller's unit or to the limited common elements allocated to that unit violate any provision of the governing documents.

**11. DECLARANT:**

- (a) There are 0 units in the association that are owned by the declarant.
- (b) The declarant transferred control of the association to the unit owners on 10/4/2007.
- (c) The units are held as Fee Simple.
- (d) Total Number of Units: 88
- (e) Owner Occupied Units: 24
- (f) Rental Units: 64 offsite/rentals
- (g) Does any entity own more than 10% of the units? No  
If Yes, name the Owner(s) and the number of units they own:

**12. ENVIRONMENTAL, HEALTH, AND BUILDING CODES:**

The board has not received notice in a record from a governmental agency of any violation of environmental, health, or building codes with respect to the seller's unit, to the limited common elements allocated to that unit, or any other portion of the common interest community that has not been cured.

**13. LEASEHOLD ESTATE:**

There is no leasehold estate affecting the common interest community.

**14. RESTRICTIONS ON AMOUNTS UPON SALE:**

There are no restrictions in the declaration affecting the amount that may be received by a unit owner upon sale.

**15. PENDING SALE OR ENCUMBRANCE OF COMMON ELEMENTS:**

There is no pending sale or encumbrance of common elements unless described here:

**16. RESTRICTIONS ON USE, OCCUPANCY, AND LEASE:**

There are no restrictions on the owner's right to use or occupy the unit or to lease the unit to another person.

**17. AGE RESTRICTIONS:**

There are no age-related occupancy restrictions affecting the common interest community.

**18. WARRANTIES AND WARRANTY CLAIMS:**

- (a) The units are not covered by a qualified warranty.
- (b) The common elements are not covered by a qualified warranty.
- (c) Claims have not been made under the warranty.

**19. EXHIBITS:**

- (a) Declaration, any amendments thereto, and the organizational documents.
- (b) Association rules and regulations, and any amendments thereto.
- (c) Minutes of board meetings and association meetings for the last 24 months, or as available from the association.
- (d) Annual financial statement of the association, including the audit report if it has been prepared for the year immediately preceding the current year.
- (e) The most recent balance sheet and revenue and expense statement, if any, of the association.
- (f) Current operating budget of the association.
- (g) In a cooperative, an accountant's statement, if any is prepared, as to the deductibility for federal income tax purposes by the unit owner of real estate taxes and interest paid by the association.
- (h) The association's current reserve study is attached.

**20. REMARKS:**

Please include a copy of the demand with the checks and include the buyer's first and last name, along with their email, so we can send them a welcome letter.

Date: 3/2/22

I certify under penalty of perjury that I am the Association Manager of the association. I am authorized to make this certificate on behalf of the association. To the best of my knowledge and belief, the foregoing is true and correct.

\_\_\_\_\_  
Association

By: Meghan Saxton  
Preparer

I certify under penalty of perjury that, to the best of my knowledge and belief, the foregoing is true and correct.

\_\_\_\_\_  
Unit Owner / Seller

*Note: Buyer understands that the real estate broker(s), if any, has not researched this information and is not qualified to advise on or interpret it. Buyer should seek independent legal, financial, and/or other professional counsel with any questions or concerns.*

I acknowledge receipt of the above Resale Certificate, including each of the exhibits listed.

Buyer

Date

Buyer

\_\_\_\_\_  
Date