Pindell-Wilson
PROPERTY MANAGEMENT

264 W. Millbrook Road | P.O. Box 20969 | Raleigh, NC 27619 | Office: (919) 676-4008 | Fax: (919) 676-2721

www.Pindell-Wilson.com

HOA Transfer of Ownership Form

Top section to be complete by closing attorney and emailed to books@pwraleigh.com

Date Sent: _____ Closing Date: _____ Law Firm:_____

Law Firm Phone: _____ Law Firm Email: _____

Property Address: _____ HOA_____

Seller Name(s): _____

Buyer Name(s): _____

Required Buyer Phone(s):_____

Required Buyer Email(s): _____

Required Buyer Mailing Address (if not property): _____

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The below section to be completed by Pindell-Wilson Property Management Company

Current HOA Assessment and Frequency: _____ New Construction: Y☐/ N☐

Master HOA Info: _____

Working Capital Contribution: _____ **Stormwater Contribution**: _____

Confirmed Special Assessment: _____

Current Account Balance: _____

Please Collect Through: _____

Total Due (payable to Association): _____

Current/Pending Rental Restrictions: Y☐/ N☐ _____

Proposed Special Assessments: Y☐/ N☐ _____

Covenant Violations: Y☐/ N☐ _____

Statement preparation fee to be collected by Closing Attorney

☐ $200.00 Payable to: Pindell-Wilson, P.O. Box 20969 Raleigh, NC 27619

☐ $20.00 Fee for rush orders, revisions due to changes in closing date, etc.

Statement preparation fee should be written separately from the dues check or check will be returned. Please include a copy of this form with payment check(s). v12/25