

Association Request for Proposal

eDenn Property Management

25571 Indian Hill Lane Unit G, Laguna Hills, CA 92653

Phone (949) 716-2179 Fax: (866) 723-2160

Email: Esther@epm.occoxmail.com

We will be glad to provide your community with a confidential, no obligation proposal for the specific services you require. Please complete this form with the information pertinent.

Name of Association: _____

Address of Association: _____

Age of Association: _____

Style of Association:

(ie. Condo, PUD, Commercial) _____

Name of inquirer: _____

Address of inquirer: _____

Phone Number of inquirer: _____

E-mail address of inquirer: _____

Board Position of inquirer: _____

Total Number of Units in Association: _____

Number of Units Residential: _____

Number of Units Commercial: _____

Assessment

Monthly

Quarterly

Semi
Annual

Annual

Uniform Dues (same for all units)

Yes

No

Common Area Amenities (ie. pool, tennis court, clubhouse) _____

Visit our website at www.eDennProperty.com

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Special Charges: (i.e. Storage, Parking, Clubhouse)

Yes

No

If Yes, please explain: _____

Special Assessment

Yes No

If Yes, please explain: _____

Method of Billing

Coupon Book Statement

Accounts Payable Service:

Yes No

Payroll Service

Yes No

Number of Employees _____

Frequency of Financial Report:

Monthly Quarterly

Management:

On Site Manager Professional Property Management

Percent funded in Reserves: _____

How many years with the current management company? _____

Reasons for change in management company:

How many management companies has your association been with in the past five years?

List any special requirements here:
