

POCONO WOODLAND LAKES PROPERTY OWNERS ASSOCIATION
MEMBER'S REQUEST FOR INSPECTION OF RECORDS

A member of the Association should complete this form to request an inspection of or to copy from the Association's records. Please read this form carefully and provide the information requested accurately. There may be charges for administrative time and costs associated with completing any request. Upon submission of a properly completed request form, the Association has five (5) business days to respond to you. It may then agree on a time convenient to you and to the Association. Thank you.

Date of Request: _____
Name of Member: _____
Unit Number: _____
Home Telephone : _____ Work Telephone: _____

Documents Requested: _____

Purpose of Request (statement must be made under oath)

I hereby verify that this purpose is only related to my interest as a member of the Association, and any inspection and copying shall not be used for any other purpose, including any unrelated business use or any other inappropriate use by the undersigned or any other person.

Pursuant to Section 13.2.2 of the Association's Bylaws, I, for myself and any agent or attorney acting on my behalf, agree not to release Association records for commercial use and not to sell any Association business record.

I verify further that the statements made in this document are true and correct based on my knowledge, information and belief. I understand that false statements herein are made subject to penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Member's signature

Association records can only be inspected and/or copied for a proper, noncommercial purpose reasonably related to the interest of that person as a member.

Official Association Use

Date Received: _____
Request is _____ Approved _____ Denied. If denied, explain:

Charges for copies: _____ Total Charges: _____

Date: _____
Association's Authorized Representative's Signature