



Phone :919-790-5350  
 Fax – 919-277-4623  
 e-mail: [info@wakehoa.com](mailto:info@wakehoa.com) Address:  
 10224 Durant Rd, Suite 107  
 Raleigh, NC 27614

**PROPERTY TRANSFER INFO REQUEST**

Today's Date \_\_\_\_\_ Closing Date \_\_\_\_\_  
 Law Firm \_\_\_\_\_ Contact \_\_\_\_\_  
 Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email Address \_\_\_\_\_

Homeowner Association \_\_\_\_\_

Property Address \_\_\_\_\_

Current Owner Names(s) \_\_\_\_\_

**OR** If Builder please include date of purchase \_\_\_\_\_

New Owners Name(s) (Buyer) \_\_\_\_\_

Buyers Email Address \_\_\_\_\_

Buyers Mailing Address if not owner occupant \_\_\_\_\_

Is Property a Vacant Lot? \_\_\_\_\_ Yes \_\_\_\_\_ No

Lot # \_\_\_\_\_

\*\*\*\*\*

**To Be Completed by APPM**

Assessments (Dues) \$ \_\_\_\_\_ per \_\_\_\_\_ month \_\_\_\_\_ year

Dues Paid Through \_\_\_\_\_ Collect Through \_\_\_\_\_

Amount due from Seller if Homeowner (credit) \_\_\_\_\_ Per Diem \$ \_\_\_\_\_

Amount due from Seller if Builder (credit) \_\_\_\_\_ Per Diem \$ \_\_\_\_\_

Amount due from Buyer \$ \_\_\_\_\_

Capital Contribution \$ \_\_\_\_\_

TOTAL DUE TO HOA AT CLOSING \$ \_\_\_\_\_

Make Check Payable to \_\_\_\_\_ HOA

**\*CERTIFICATION FEE:**

- \$ \_\_75.00\_ Standard Report
- \$ 25.00 Rush – Less than 24 hours
- \$ 10.00 Each Update
- \$ \_\_\_\_\_ Total Due **Check Payable to:** Ammons Pittman Property Management

**Mail all checks to:** 10224 Durant Rd, Ste 107  
 Raleigh, NC 27614

**\*Fees Subject to Change**