

**Fees paid to Paramount Realty & Management
to complete TREC Form 37-5 & 32-4 for property sale**

Transfer Fee - \$100

The HOA transfer fee covers all costs that the HOA Management Company will incur when transferring the ownership records from the seller to the buyer. These are charges associated with preparing and distributing documents, updating names in databases, changing security codes and amenities passes, and other administrative costs.

Subdivision Information including Resale Certificate - \$250

An HOA resale certificate provides the buyer with important information regarding the homeowner's association. This includes details about the current HOA budget, any anticipated expenditures for the upcoming year, and the amount the association has in reserve. It also provides information if there is any pending litigation the association is involved in. (*Owner Re-Finance does not include a Transfer Fee and the Resale Certificate is reduced to \$150.*)

Lending Questionnaire Fee

Paramount Realty & Management charges \$250 to complete detailed questionnaires for lender underwriters (these are predominantly for condominiums).