



Commercial Certificate of Compliance and Estoppel Request Form

DATE SUBMITTED: _____ DATE REQUESTING INSPECTION: _____

CIRCLE ONE: **NEW CONSTRUCTION** **RESALE** CIRCLE ONE: **INITIAL REQUEST** **REINSPECT**

PROPERTY OWNER'S NAME: _____

MAILING ADDRESS: _____

PROPERTY OWNER'S EMAIL ADDRESS: _____ PHONE _____

REQUESTING ENTITY & RELATIONSHIP (IF NOT OWNER): _____

CONTACT PERSON: _____

PHONE NUMBER: _____ EMAIL: _____

LEGAL DESCRIPTION _____ ACREAGE _____

PHYSICAL ADDRESS: _____

PROPERTY OWNER SIGNATURE _____

****PROVIDE ELECTRONIC COPY OF RECORDED PLAT WITH REQUEST**

OPTIONAL ESTOPPEL CERTIFICATE REQUEST (NOT REQUIRED BY ASSOCIATION)

ADDRESSED TO: _____

EMAIL ADDRESS _____

DATE NEEDED: _____

SCHEDULE OF FEES

CERTIFICATE OF COMPLIANCE REQUESTS

****RECENTLY BUILT:**

Five business day turn around: A rate of \$660.00 for 3 hours, with \$225.00 per hour for any time over initial fee for the inspection. For re-inspections, \$225.00 for two hours with \$50.00 per hour for any time over the initial fee.

Rush Inspection Request: SPPOA can expedite the process with payment of an Emergency Inspection Fee of \$425.00 in addition to the Inspection Fee. Rush fee for re-inspections is an additional \$225.00 in addition to the re-inspection fee. Once the fee is paid, and after receipt of the written request, SPPOA will then issue a report of its findings within one (1) business day.

****EXISTING (RESALE):**

Five business day turn around: A rate of \$225.00 for 3 hours, with \$75.00 per hour for any time over initial fee for the inspection. For re-inspection, \$125.00 for two hours with \$75.00 per hour for any time over the initial fee.

Rush Inspection Request: SPPOA can expedite the process with payment of an Emergency Inspection Fee of \$225.00 in addition to the Inspection Fee. Once the fee is paid, and after receipt of the written request, SPPOA will then issue a report of its findings within one (1) business day.

UNDEVELOPED TRACT:

Five business day turn around: A rate of \$50.00 for 3 hours, with \$75.00 per hour for any time over initial fee for the inspection.

****Large properties will require additional inspection fees.**

OPTIONAL ESTOPPEL CERTIFICATE

Ten business day turn around: A rate of \$225.00 in addition to the Certificate of Compliance fee.**

Five business day turn around: A rate of \$500.00 in addition to the Certificate of Compliance fee.**

****SPPOA uses a standard Estoppel form. Additional fees will apply if a different Estoppel form is required or additional information requiring legal review is requested.**

Property Owners Association

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