

## Master Questionnaire

Waterside at Coquina Key South Condominium Association, Inc.

### GENERAL INFORMATION

What County is Association located? **Pinellas County**

Type of Association/Community? **Condominium Association**

If Sub or Master Association, explain? **No**

Date of Association Fiscal Year End? **August 31st**

Is Unit/Home held in Fee Simple? **Yes ☒ No ☐**

Is project complete, including common elements? If not, explain?  
**Yes**

Number of Units/Lots/Homes at full build out? **628**

Is the project subject to additional phasing or annexation? If so, explain and has there been a Master Deed established and Recorded?  
**No**

Does the community include any 2-4 family units? **Yes ☒ No ☐**

Does the association permit ownership of 2 or more units under the same master deed or mortgage (duplex-triplex-fourplex)? **Yes ☐ No ☒**

Is project a condo-conversion? If so, what was the original use? **Yes, Originally Apt Complex**

If so, what year was conversion completed? **2008**

Is the project a Manufactured Home community? **Yes ☐ No ☒**


Control of Association is (Developer, Owners, Etc)? **Owner Controlled**

Date control was (or anticipated to be) turned over to Owners? **April 06, 2010**

Is community a Federal Compliance Adult Community? **Yes ☐ No ☒**

Is the project an Assisted Living Community, if so, what services are provided? **No**




Is the project a time share or segmented ownership? **Yes ☐ No ☒**

Does any single entity (same individual, investor group, partnership or corporation) own more than 10% of the Units/Lots/Homes in the community, other than the developer-builder during the build out phase? **Yes ☐ No ☒** 

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If condominium, number of Units owned by Developer?	0
Do the Unit/Home owners have sole ownership interest in, and rights to the use of project facilities, common areas, and limited common areas?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Does the Association include any commercial or non-residential members?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is renting/leasing permitted? If so, what restrictions exist?	
Yes, 30 Day minimum 	
Is there a rental service for leasing/renting Units/Homes?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does the Association provide a cleaning service for the leased/rented Units/Homes?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If condominium, do the legal documents require unit owners to participate in a rental pooling agreement?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does the community have a front desk check in for leased/rental Units/Homes?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Who handles the disbursement of Association funds?	Rampart Properties Inc.
Does the Association have any on-site employees?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Streets are Public or Private?	Private
Sewer Lines are Public or Private?	Private
Are pets permitted? If so, are there any restrictions?	
Yes, All pets must be registered within seven days of occupying the unit and Dobermans, German Shepherds, Pit Bulls and Rottweilers are prohibited. 	
Is there a key to common areas? If so, is there a deposit/amount?	
No	
Is street parking permitted? If so, are there any restrictions?	
No	
Is RV/Boat storage permitted? If so, are there any restrictions?	
No 	

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What areas of the community is the owner responsible to maintain other than their Unit/Home/Lot?

Balcony, Patio, Unit Windows and Doors

### PARKING SPACES

How assigned? (leased, deeded, open, etc)?

No Assigned Parking

Total number of parking spaces?

1500 +/-


Any guest spaces? If so, number?

No Assigned Parking


Other parking comments?

### OCCUPANCY INFORMATION

Number of Units/Homes as Primary Residence (mail received at Unit/Home)? 

Number of Units/Homes that are 2nd Homes (mail received at address other than Unit/Home)? 

Number of Units/Homes reported to the Association as Investor/Rental Properties? 

Percentage of Owner Occupied or 2nd Homes (excludes Investor/Rental Properties as reported to the Association)? 

### ASSOCIATION ASSESSMENT INFORMATION

What is the Assessment amount? (range if applicable)

\$238.82-\$529.91 

Amount of Property Assessment is?

\$0.00

Frequency of Property Assessment (Monthly/Quarterly/Annually)?

Monthly

The late fee is (enter the actual amount):

\$25.00 LF & \$10.00 CL

Assessments are due on the (for instance, 1st/5th):

1st

Late fee interest is (for instance, 10% per annum):

18%

Assessment is past due on the (for instance, 5th/10th):

10th

Other Assessment amount?

\$0.00

Purpose of other Assessment?

N/A

Amount of any active Special Assessments?

\$0.00

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Purpose of Special Assessment?

N/A

### ADDITIONAL ASSESSMENT AND FINANCIAL INFORMATION

#### FINANCIAL INFORMATION

Amount of money in the designated reserve fund intended to be used for long term capital needs? **\$0.00**

Capital expenditures, if any, approved by the Association for the next 12 months?

Does the Association have any active leasehold that affects the Association? If so, what is the nature of the leasehold, and what is the remaining term of said leasehold?

No

If a Unit/Home is acquired through foreclosure, is mortgage company responsible for Association Assessments? If so, explain?

Yes, 1% of mortgage or 12 months. Whichever is less.

Amount of Assessments past due over 30 days? **\$0.00**

The number of current owners or units more than 30 days past on Assessments?

Is there a working capital, and/or reserve contribution paid by current owner, which is to be refunded to the current owner, by the buyer, at resale closing/settlement? If so, what is amount?

No

#### LEGAL INFORMATION

Does the Association hold the Right of First and/or Second Refusal on this property transaction? If so, explain the process for obtaining a waiver and are first mortgage lenders Exempt?

No

Do the legal documents provide for architectural and or landscaping controls and approval? **Yes ☒ No ☐**

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Do the governing documents specifically allow the Association to foreclose on an owner's property for failure to pay Assessments?

Yes ☒ No ☐

Are there any liens against this specific Property? If so, explain?

Is the Association involved with any litigation with this specific Association Member? If so, explain?

Are there any active judgments against the Association? If so, explain?

No

The case number of pending lawsuits in which the property owners Association is a defendant includes:

N/A

Do the legal documents provide for mandatory mediation or arbitration?

Yes ☒ No ☐

Is the Association in good standing with the State of Florida?

Yes

### COVENANT COMPLIANCE INFORMATION

Has the Unit/Home been specifically inspected for compliance with covenants in conjunction with this inquiry?

Yes ☐ No ☒

A description of any conditions on the owner's property, or limited common area assigned thereto that the Association has actual knowledge are in violation of the Covenants/Restrictions, Bylaws or Rules applying to the subdivision/condominium:

Has notice been received from any governmental authority concerning any health, safety or building code issues in regards to common area, or Units/Homes, to our knowledge? If so, explain?

No

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### PROPERTY INSPECTION INFORMATION

Date of Inspection

Time of Inspection

Inspector's Name

Number of Photos Taken

Inspection Observations

Covenant Violations Noted

Original Inspection Date

### ASSOCIATION / COMMUNITY AMENITIES INCLUDED IN BASE ASSESSMENT

Pool?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Spa?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Sauna?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Basketball Courts?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Tennis Courts?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Bocce Courts?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Racquet Ball Courts?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Playground / Tot Lot?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Recreation Center?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Kitchen Facilities?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Laundry Facilities?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Exercise Facilities?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Clubhouse?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Bath House?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Golf Course? (Membership in Base Assessment)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Other Amenities, explain?		

### PERSONAL UNIT/HOME AREAS INCLUDED IN BASE ASSESSMENT

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Structural Insurance?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Fire Protection?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Pest Control?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Refuse Collection?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Cable / Satellite TV?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Internet Connection?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Unit/Home Electricity?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Unit/Home Gas?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Unit/Home Water?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Unit/Home/Sewer?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

### ASSOCIATION COMMON AREAS INCLUDED IN BASE ASSESSMENT

Fire Protection?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Maintenance?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Utilities?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Insurance?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Pest Control?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Controlled Access (manned gates)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Controlled Access (electronic gates)?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Does the Unit/Home include the use of private storage units, parking spaces, carports or garages? Are these areas deeded, or exclusive use common areas?

Carports and garages are available for sale or rent by the developer if unit owner/renter desires to purchase/rent one.



Other (explain)?

### MAINTENANCE OF UNITS/HOMES INCLUDED IN BASE ASSESSMENT

Building Exterior?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Patios?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Yards?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Roof?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

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Heating Equipment? Yes ☐ No ☒

Cooling Equipment? Yes ☐ No ☒

### INSURANCE INFORMATION

Insurer's Name? Multiple Carriers

Contact Information? Wells Fargo: Wendy Delia

Phone Number? 800-282-3343

The amount of Fidelity coverage for Directors and Officers? \$1,000,000.00

Are any Common Area structures located in a Special Flood Hazard Area? Yes ☐ No ☒

Does the Association have General Liability and Property Insurance coverage? Yes ☒ No ☐

Amount of General Liability Insurance? \$1,000,000 / \$25,000,000

Amount of Property Insurance coverage? \$44,503,000

Minimum number of days required for written notification to be given to association or insurance trustee before any substantial changes or cancellation of the insurance coverage? 30 Days

### GOVERNING DOCUMENTS

Articles of Incorporation Yes ☒ No ☐

Association By-Laws Yes ☒ No ☐

Declaration (CCR'S) Yes ☒ No ☐

Design Standards Yes ☐ No ☒

Rules and Regulations Yes ☒ No ☐

Fine Policy Yes ☒ No ☐

Does the Association have a Reserve Study? Yes ☒ No ☐

### MANAGEMENT COMPANY INFORMATION

Rampart Properties Resale Processing Department  
9887 4th Street North Suite 301  
St Petersburg, FL 33702  
Phone: 727-577-2200  
Fax: 727-576-9605

PLEASE MANUALLY UPDATE THE FOLLOWING DATES WHEN CHANGES HAVE BEEN MADE TO INFORMATION RELATED TO THE FOLLOWING REPORTS.

Occupancy Report Revised as of

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Realtor Report Revised as of

Appraiser Report Revised as of

### INSTRUCTIONS TO PREPARER

Is there a required Special Disclosure Upload?

### FEES DUE TO ASSOCIATION

#### REGULAR ASSESSMENTS PAID THROUGH

Current Balance	\$0.00
Association Transfer Fees	\$0.00
Working Capital Contribution	\$0.00
Reserve Contribution	\$0.00
Legal Fees	\$0.00
Buyer's Advanced Assessments	\$0.00
Assessment Label 1	
Other Fees	\$0.00
Assessment Label 2	
Other Fees	\$0.00
Assessment Label 3	
Other Fees	\$0.00

### FEES DUE TO RAMPART PROPERTIES

Assessment Label 4	
Post-Closing Fees	\$95.00
Assessment Label 5	
New Home Post-Closing Fees	\$0.00
Assessment Label 6	
Other Fees	\$0.00

Please provide Management Company a copy of:  
Copy Warranty Deed; or copy of Agreement of Sale.

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### ADDITIONAL COMMENTS:

**Please note: If this sale includes a boat dock, please contact The Continental Group 2870 Scherer Drive N., #100 T: (727) 299-9555 | F: (727) 299-9556 for estoppel information.**

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

(Resale Certificate Preparer Signature below)

Completed By:

(Inspectors Signature - below)

Completed By:

(Certificate of Assmt/Refinance/1st closing Preparers Signature- below)

Completed By:

(Lender Questionnaire/ Preparer Signature - below)

Completed By:

THE FOLLOWING QUESTIONS IN MASTER QUESTIONNAIRE ARE FOR SUB QUESTIONNAIRES AND FORMATTING. NOT TO BE ANSWERED IN MQ.

THIS INSPECTION WAS MADE TO DETERMINE IF THE UNIT/HOME IS IN COMPLIANCE WITH THE COVENANTS, BYLAWS, DESIGN STANDARDS AND RULES OF THE ASSOCIATION. IT IS NOT INTENDED TO COMMENT ON THE STRUCTURAL ASPECTS OF THE UNIT/HOME, NOR ZONING COMPLIANCE, HEALTH REGULATIONS, ETC. IT IS NOT POSSIBLE TO BE 100% CERTAIN OF ASSOCIATION RELATED COMPLIANCE AS NOT ALL AREAS OF THE UNIT/HOME ARE VISIBLE DURING THIS INSPECTION.

(The disclaimer below will automatically appear on all printed products, produced by system, but not on any uploads such as governing documents, budgets etc.)

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Statement Date:

Is there a Credit on the owner's account?

Yes ☐ No ☒

Do you want to replace Current Balance and Total Due with  
"See Comments" due to legal proceedings?

Yes ☐ No ☒

### NEW QUESTION FOR THE LENDER Q

Do the homeowners' association and management company  
adhere to one or more of the following financial controls:

Yes ☒ No ☐

1. Separate bank accounts are maintained for the operating account and the reserve account, and the bank in which funds are deposited sends copies of the monthly banks statements directly to the office of the homeowners' association;
2. The management company maintains separate records and bank accounts for each homeowners' association that uses its services, and the management company does not have the authority to draw checks on, or transfer funds from, the homeowners' association's reserve account without the specific authorization from the Board of Directors;
3. Two members of the Board of Directors must sign any checks written on the reserve account.

Can the management agreement be terminated without penalty  
upon notice of not more than 90 days?

Yes ☒ No ☐

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