

# ESCROW DEMAND ORDER FORM

PLEASE NOTE, TO AVOID DELAY DO NOT SUBMIT PESONAL CHECKS  
(MONEY ORDERS OR ESCROW CHECKS ONLY)

Company Name:  
Attention:  
Phone:  
Fax:  
E-mail:

ESCROW NUMBER:

DATE:

**NOTE: ALL FEES LISTED ARE REQUIRED UPFRONT. PROCESSING WILL BEGIN WHEN FEES AND DOCUMENTS ARE RECEIVED. ABSOLUTELY NO PERSONAL CHECKS, CASH OR CREDIT CARDS ARE ACCEPTED.**

CORRECT BOX NEEDS TO BE CHECKED TO PROCESS:		PURCHASE <input type="checkbox"/>	REFINANCE <input type="checkbox"/>
DESCRIPTION	STANDARD PROCESS TIME	UNIT PRICE	SELECT
DEMAND PACKAGE -Includes all Documents 1-7 and H.O. Cert.	3 TO 5 BUSINESS DAYS	\$250.00	
Association Management Group H.O. Certification	3 TO 5 BUSINESS DAYS	\$125.00	
H.O. Certification (Provided by your organization)	3 TO 5 BUSINESS DAYS	\$175.00	
DOCUMENTS PROVIDED SEPARATELY- Please Select	STANDARD PROCESS TIME	UNIT PRICE	SELECT
1) Financials-12 months	3 TO 5 BUSINESS DAYS	\$75.00	
2) Budget	3 TO 5 BUSINESS DAYS	No Charge	
3) Articles of Incorporation	3 TO 5 BUSINESS DAYS	\$75.00	
4) By Laws	3 TO 5 BUSINESS DAYS	\$75.00	
5) Declaration of Restrictions	3 TO 5 BUSINESS DAYS	\$75.00	
6) Certificate of Insurance	3 TO 5 BUSINESS DAYS	\$25.00	
7) Minutes-12 Months	3 TO 5 BUSINESS DAYS	\$75.00	
DESCRIPTION	RUSH PROCESS TIME	UNIT PRICE	SELECT
DEMAND PACKAGE -Includes all Documents 1-7 and H.O. Cert.	24 HOUR RUSH	\$400.00	
Association Management Group H.O. Certification	24 HOUR RUSH	\$300.00	
H.O. Certification (Provided by your organization)	24 HOUR RUSH	\$325.00	
Any Form- Per Form	24 HOUR RUSH	\$75.00	
<b>Note: Subject to price changes without notification. No Refunds</b>		<b>TOTAL</b>	

E-mail to:

[escrow@sdamg.net](mailto:escrow@sdamg.net)

MAKE ALL CHECKS PAYABLE TO:

Association Management Group

**NOTE: Fee for a transfer of homeowner is \$175.00. This should be included with any close of escrow submitted.**

HOMEOWNER'S NAME: \_\_\_\_\_

HOMEOWNER'S ADDRESS: \_\_\_\_\_

HOMEOWNER'S ASSOCIATION: \_\_\_\_\_

BUYERS NAME: \_\_\_\_\_

## ASSOCIATION MANAGEMENT GROUP

MAIN OFFICE: 2131 LAS PALMAS DRIVE, SUITE A CARLSBAD, CA 92011-1524  
TEL:(760) 931-4180 FAX: (760) 931-4188 EMAIL: escrow@sdamg.net