

**SYKES COVE COMMUNITY ASSOCIATION
BOARD RESOLUTION ADOPTING AND AUTHORIZING ESTOPPEL FEE**

WHEREAS, Sykes Cove Community Association's Property Management Company ("Management Company") is the corporation charged with the operation, maintenance, management of Sykes Cove Community Association (the "Community"); and

WHEREAS, the Board of Directors (the "Board") is the entity responsible for the operation of the Association; and

WHEREAS, Section 720.3085 I, Florida Statutes addresses the Association's rights and responsibilities as it relates to the preparation and delivery of estoppel certificates; and

WHEREAS, Section 720.30851(I), Florida Statutes provides that an estoppel certificate may be completed by any Board member, authorized agent, or authorized representative of the Association, including any authorized agent, authorized representative, or employee of a management company authorized to complete the certificate on behalf of the Association; and

WHEREAS, Section 720.30851 (I), Florida Statutes further sets forth the information that must be included in the estoppel certificate; and

WHEREAS, Section 720.30851 (8), Florida Statutes provides that the authority to charge a fee for the preparation and delivery of an estoppel certificate must be established by a written resolution adopted by the Board or provided by a written management, bookkeeping, or maintenance contract; and

WHEREAS, the Board is desirous of adopting a resolution to adopt a form estoppel certificate, identify the authorized agents and authorized representatives that may complete the estoppel certificate on behalf of the Association and authorize the Association to charge. a fee for the preparation and delivery of the estoppel certificate; and

NOW THEREFORE, it is resolved that the undersigned, being all of the members of the Board of Directors, unanimously approve the following by written consent.

1. The above recitations are true and correct and are hereby incorporated into this Resolution.
2. The capitalized terms in this Resolution shall have the same meaning as provided in the Charter unless a different definition is provided herein, in which case the definition provided herein shall apply.

3. Any Association Officer or Board member shall be authorized to complete the Estoppel Certificate on behalf of the Association. Additionally, the Association's Manager, together with the Association's legal counsel, certified public accountants, and auditors, shall be considered authorized representatives for purposes of being authorized to complete an estoppel certificate on behalf of the Association.

4. The Management Company shall be authorized to charge a fee for the preparation and delivery of an estoppel certificate. If on the date of delivery of the estoppel certificate for a particular Unit, no delinquent amounts are owed to the Association for said Unit, the estoppel fee shall be \$299.00. An additional fee of \$119.00 shall be charged for the expedited preparation and delivery of an estoppel certificate within 3 days. An additional fee of \$150.00 shall be charged for the preparation and delivery of an estoppel certificate for a particular Unit if a delinquent amount is owed to the Association for said Unit. Unless otherwise authorized by law, a fee may not be charged for an amended estoppel certificate prepared to add additional information to or correct a mistake in the original estoppel certificate.


5. The fee schedule set forth in this Resolution shall be the fee schedule utilized by the Association until amended by further resolution of the Board, provided that such fees may not exceed the amount the Association is authorized to charge pursuant to Section 720.30851 (6), Florida Statutes, as amended from time to time, and adjusted by the Department of Business and Professional Regulation as set forth in Section 720.30851 (9), Florida Statutes, as amended from time to time.

Approved and adopted by the Board of Directors this 25th day of September, 2024.


Signature


Ashley Doig
Printed Name

President 10/01/2024
Title Date


[susan wong \(Oct 8, 2024 19:47 EDT\)](#)
Signature


susan aroyan
Printed Name

Treasurer 10/8/2024
Title Date


[Rebecca Hauser \(Oct 9, 2024 17:06 EDT\)](#)
Signature


Rebecca Hauser
Printed Name

Secretary 10/9/2024
Title Date


Signature

Carolyn Breza
Printed Name

Vice President 10/09/2024
Title Date


[steven ash \(Oct 9, 2024 18:19 EDT\)](#)
Signature

Steve ash
Printed Name

Director 0/09/2024
Title Date