

Vital Information - Coops

Property Address:	
Neighborhood/Location:	
Name of Project:	
Number of Units in Building:	
Bedrooms:	
Bathrooms:	
Flip Tax:	
Transfer Fee (if any): (who is it paid by?)	
Move In / Move Out Fee: (Is it refundable?)	
Percentage Down Payment Required:	
Percentage Owner Occupied:	
Stock Certificate (Yes or No):	
Proprietary Lease (Yes or No):	
Will a Bank Allow Financing in Building (Yes or No):	
Current Banks Approving Loans in Building: (what was the last bank?)	
Maintenance Includes: (Heat, Hot Water, Gas, Electricity)? (is there an underlying mortgage?)	
Maintenance Charges per month:	
Assessments Fee (if any):	
Months Remaining on Assessment (if applicable):	
Estimated Tax Deductibility of Maintenance:	
# of Shares:	
Approximate SqFt:	
Outdoor Space:	
Parking:	
Parking Fee:	
Wait list for parking and how long?	
Laundry in Unit:	
Laundry in Building:	
Storage Included:	
Storage Fee:	
Sublet Policy:	
Pet Policy:	
Open House Policy:	
Board Approval:	
Management Company Name:	
Management Company Number:	
Managing Agent Name:	
Managing Agent Number:	
Managing Agent Email:	
Nearest Subway:	
Nearest Bus:	
Nearest Schools:	
Do we have a copy of the Offering Plan?	
Do we have a copy of the Building Financials?	
Do we have a copy of the Board Minutes?	