

The Highlands Addition II  
Woodwind Hills  
Woodwind Hills Addition  
Home Owners Association  
**Estoppel Request**

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1 of 3

Seller's Name: \_\_\_\_\_  
Buyer's Name: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Legal Description: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
Other Reference: \_\_\_\_\_

Contact: \_\_\_\_\_ eMail: \_\_\_\_\_ Fax: \_\_\_\_\_

**REQUESTOR, complete above section before sending.**

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Dear [Buyer's Name],

This Estoppel Letter is being provided to you in accordance with the regulations and guidelines of [The Highlands Addition II, Woodwind Hills, Woodwind Hills Addition - HOA] (the "Association") concerning the property located at [Property Address], hereinafter referred to as the "Property."

• Date of Issuance: August 23, 2024

Estoppel Prep/Delivery Fee: \$250

## Identification of Property

• Name of Unit / Lot Owner(s) as reflected in the books of the Association:

• Legal Description:

Lot: \_\_ Block: \_\_ Subdivision: \_\_\_\_\_

• Parking or Garage space number

N/A (Refer to Association docs for parking)

## Assessment and Financial Information

- Regular Periodic assessment levied: \$200 Frequency: Yearly
- Periodic Assessment paid through: \_\_\_\_\_
- Next Periodic payment is due: \_\_\_\_\_ in the amount of \_\_\_\_\_
- An itemized list of all assessments, special assessments and other moneys owed on the date of issuance to the association by the unit owner for a specific unit is provided: \_\_\_\_\_
- An itemized list of any additional assess, special assessment and moneys that are scheduled to become due for each day after the date of issuance for the effective period of the estoppel certificate is provided: \_\_\_\_\_
- Is there a capital contribution fee, resale fee, transfer fee, or other fee due? NO
- Is there any open violation of rule or regulation noticed to the unit owner in the association records. ( ) No, ( ) Yes - \_\_\_\_\_
- Do the rules and regulations of the association applicable to the unit require approval by the board of directors of the association for the transfer of the unit? NO
- Is there a first right of refusal provide to the members of the association? NO
- Provide a list of, and contact information for, all other associations of which the unit is a member: NONE
- Provide contact information for all insurance maintained by the association:  
Joshua Barfield  
Barfield Insurance & Financial Services  
(863) 293-5400 Ext 203
- Misc1: Who is responsible for water/sewer payments: OWNER
- Misc2: Is there an underlying ground lease? NO

## Delinquent / HOA Lawyer

- Delinquent ( ☐ ) No ( ☐ ) Yes. If checked YES, there is an additional \$179 delinquent fee in addition to \$250 Estoppel processing fee. Refer to itemized info above.
- Attorney's name and contact information, if the account is delinquent and has been turned over to an attorney for collection:  
[Attorney Name]  
[Address]  
[City, St Zip]  
[Tel: (555) 555-1212 Fax: (555) 555-1212 email: \_\_\_\_\_]

## Contact/Payment Information for Association

- The Highlands Addition II, Woodwind Hills and Woodwind Hills Addition Inc. - HOA
- 2161 E CR 540A, Suite 140
- Lakeland, FL 33813
- eMail: [woodwindhillsHOA@gmail.com](mailto:woodwindhillsHOA@gmail.com)

Please note that the information provided in this Estoppel Letter is accurate as of **[August 23, 2024]**. Any changes subsequent to this date may not be reflected herein.

To request any additional information or clarification, please contact the Association's management office at the provided contact information.

This Estoppel Letter is issued in accordance with the requirements of the Association, and we trust it will assist you in your purchase of the Property. Please ensure that this letter is provided to your attorney or escrow agent as part of the closing process.

Sincerely,

Jean Kraus, Treasurer for the Association  
email: [Jean\\_Kraus@HotMail.com](mailto:Jean_Kraus@HotMail.com)