



CAPITAL RESERVE ANALYSIS PROPOSAL CHECK LIST

Name of Property _____ Age _____ Condos TH S/D
 Contact/Title _____ Property Address: _____
 Name of Association _____

Site Items

- Entry Signage: Qty. _____
- Security Gate
- Parking Lot
- Private Roads
- Parking Deck
- Sidewalks
- Fencing
- Swimming Pool: Qty. _____
- Tennis Courts: Qty. _____
- Clubhouse
- Fitness Center
- Pool House/Cabana/Restrooms
- Pavilions/Gazebos/Arbors: Qty. _____
- Playground
- Picnic Area
- Drainage at Common Areas
- Drainage Easements: Qty. _____
- Lake(s): Qty. _____
- Dams/Control Structures
- Landscaping
- Retaining Walls
- Storm System
- Detention Pond(s) : Qty. _____

Building Interior & Exterior For Condos/Townhomes Only

- Roofs
 - Sloped
 - Flat (*Is there access to roof?*)
- Gutters and Downspouts
- Exterior Finishes
- Common Corridors
- Decks/Balconies/Patios
- Crawl Spaces
- Basements

Mechanical/Electrical

- Elevator(s): Qty. _____
- Irrigation
- Lighting
- Common Electrical for Units
- Common Plumbing for Units
- Common Mechanical for Units
- Security System
- Pool Equipment
- _____
- _____
- _____
- _____

Contact Information:

No. of Buildings:	No. of Stories:	Property Manager:
No. of Units/Homes:		Board Contact:
Notes		Address:
IS THIS DEVELOPER TURNOVER?		
Referred by:		Phone:
		Fax: