

SIENA COURT HOA
C/O QUANTUM MANAGEMENT
95 S Market St Suite 300
SAN JOSE, CA 95113
408 995.3295

June 20, 2017

Old Republic Title
438 N Santa Cruz Ave
Los Gatos, CA 95030

RE: 952 S 11th Street, unit 131, San Jose, CA 95112, escrow # 0618016250 - BH

Enclosed are the following items:

Budget for 2017	Estoppel letter
Articles of Incorporation	Minutes – last 12 months –approved
CC&R's & Annexation to CC&R's	Bylaws
Insurance Summary	Move in / out policy & form
Pool rules	Satellite Dish policy
Financial Statement	Joint use agreement
Patio policy	Fine, gate & parking space usage policies
Pet Registration	Certification
Architectural Application	Demand
PRDS form	

Please contact James Heppes for your insurance questions at 408.365.1700.

The Association requires a nonrefundable \$ 200.00 move out fee as well \$ 200.00move in fee. In addition for both move out and move in refundable deposit of \$ 400.00 each is required. The checks for the refundable deposit should be made payable to Siena Court. Upon inspection, if there are no damages as a result of the move in or move out, the check will be returned to the appropriate party. **If the parties to this transaction decide to process the move in/out paperwork through escrow, please provide separate checks for the fees and refundable deposits made payable to Siena Court.**

There is \$500.00 transfer fee payable to Quantum Management, 95 S Market St Suite 300, San Jose, CA 95113, which needs to be a separate check.

Sincerely,

Honna Weaver

Honna Weaver,
Association Manager