

Resale Certificate Request

Homeowner's Association Name: _____

Requested Unit Address: _____

Managed By:

Roy Briley Association Managers
A Division of Real Estate Brokers of Alaska
1577 C Street Suite 101 C
Anchorage, AK 99501
Phone: (907)343-8911 Fax: (907)297-2910

Unit Owner of Record: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____

I hereby request that the above named Homeowner's Association provide to me a resale certificate pertaining to the unit referenced above. I understand that Roy Briley Property Managers has **10 business days** to complete the resale certificate after the receipt of payment.

Signature: _____ Date: _____

Resale certificate will NOT be mailed or delivered and ONLY the owner of record of the person authorized below may sign for and pick up the resale certificate.

Licensee: _____ Phone: _____

Other: _____ Phone: _____

Fee for USB Certificate (completed in 10 business days): \$250.00 Check # _____

**** Please make checks payable to Roy Briley Property Managers ****
Check, Money Order, Cashier's Check, or Credit Card Only. NO CASH.

Received By: _____ Date: _____ Time: _____
Roy Briley Property Managers

Certificate Preparation Completed By: _____ Date: _____

I have received the resale certificate for the above referenced unit.

Signature: _____ Date: _____

Print Name: _____