

HOA MEMBER REQUEST FOR PAYMENT RECEIPTS

California law (Civil Code section 5655(b)) entitles any member of an HOA to be provided payment receipts that include the "the date of payment and the [name of the] person who received it."

I, pursuant to Civil Code section 5655(b), request the HOA provide me a payment receipt for each payment made to my account.

This standing request shall remain in effect until changed by me via written notification to the HOA's Managing Agent.

Property Owner Name: _____

Property Address: _____

Property Owner/Agent Signature: _____

Date: _____

Please return completed forms to the HOA's Managing Agent via mail or email.