



Long-term thinking. Everyday commitment.

4600 N. Fairfax Drive, Suite 404
Arlington, VA 22203

Confirmation of Services for Tanyard Springs Homeowners Association

- Full Reserve Study** for an investment of **\$6,750** (includes all expenses)
 - Report** *(See our report overview)*
 - Electronic PDF Report with 30-year Reserve Expenditure and Funding Plan tables for printing in 8 1/2" x 11" panoramic multi-page format on *any printer*
 - Excel® spreadsheet of Reserve Expenditures and Funding Plans (2) with formulas for "what-if" alternative scenarios
 - Support**
 - We listen and respond to your questions and suggestions to create a custom report
 - Meeting with our engineer on the day of our visual property inspection
 - Unlimited video/teleconference support with our engineer during and after report delivery
 - ForeSite™ Basic** – Access your reserve study and Excel spreadsheets online, store photos and project documents, record comments and project costs. Also receive a free 60-day trial to ForeSite Plus.

____ One (1) Bound Report hard copy (no charge); Additional copies at \$75 ea. – indicate quantity: ____
 ____ ForeSite™ Plus 3-year subscription empowers multiple users to create, share and collaborate with unlimited models and scenarios for **\$675** per year

Sign and Send to Get Started:
 Email: MBaldry@reserveadvisors.com or
 Fax: (571) 406-5331

Mail \$3,375 retainer to:
Reserve Advisors, LLC
735 N. Water Street, Suite 175
Milwaukee, WI 53202

By: Michelle Baldry
 Michelle Baldry
 Northeast Regional Executive Director
 on January 29, 2021
 For: Reserve Advisors, LLC
 Ref. 202213

Signature: Shireen Ambush
 (Print Name): Shireen Ambush
 Title: Property Manager
 Date: 3/11/21
 For: **Tanyard Springs Homeowners Association**

You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal is valid for 45 days.

Payment Terms: Retainer payment is due upon authorization and prior to inspection. The balance is due net 30 days from the report shipment date. Following receipt of balance due, you may request one set of complimentary changes within six months of the report shipment. Optional services authorized will be billed in full upon contract execution. Any outstanding balance after 30 days is subject to an interest charge of 1.5% per month. This agreement is subject to our Professional Services Conditions.

184686