

## DOCUMENT ORDER FORM

**Please read the following important information:**

The following charges apply to the corresponding services requested. Please fill out all information and circle the documents you would like to request. Then mail this order form back to BRW, with your check, to have it processed. You may also pay by credit card (see web site) Be aware that full payment must be received before any service can be processed. Processing time will take at least 24 hours from the receipt of funds. Finished materials can be picked up at our offices or mailed to a listed destination. *Please make your check payable to BRW.* Thank you.

- |     |                                |          |   |
|-----|--------------------------------|----------|---|
| (1) | All condominium questionnaires | \$50.00  |   |
| (2) | 6-D certificates               | \$50.00  |   |
| (3) | Condo documents - general      | \$50.00  |   |
|     | -Dale Village                  | \$75.00  |   |
|     | -Braemore                      | \$75.00  |   |
|     | -Willows                       | \$75.00  |   |
|     | -Kenmore Tower                 | \$100.00 |   |
|     | -Riverway Square               | \$100.00 |   |
| (4) | Budgets                        | \$30.00  |   |
| (5) | Financial statement(s)         | \$30.00  |   |
| (6) | Copies of meeting minutes      | \$40.00  |   |
| (7) | Insurance binders              |          | Call Rodman Insurance : 781/247-7800 or BRW<br>website <a href="http://www.bosrealty.com">www.bosrealty.com</a> |

Today's date: \_\_\_\_\_

Your name: \_\_\_\_\_

Your phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Property: \_\_\_\_\_

Unit #: \_\_\_\_\_

Payment amount: \$ \_\_\_\_\_

Pick up \_\_\_\_\_ or Mail to: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_