

**REQUEST TO INSPECT or COPY CORPORATE RECORDS**

TO: President, Seagate Village Community Association

The undersigned, being a member in good standing of the Seagate Village Community Association, hereby requests the opportunity to inspect the Association's records at a reasonable time, as prescribed in Civil Code 5200 – 5230 and Section 8333 of the Corporations Code of the State of California. The purpose of this inspection, reasonably related to my interests as a member, is:

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

Date and time requested: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_\_\_. Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

**(For initial request, do not complete below this line)**

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\_\_\_\_\_ Approved

\_\_\_\_\_ Not approved. Reason for non-approval \_\_\_\_\_

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

In accordance with Civil Code 5205(f) and (g) if copies of documents are requested by the member, the member may be charged \$ .18 per page and \$10 per hour not to exceed \$200 to process the request. The estimated cost to process this request is \$ \_\_\_\_\_ .

I \_\_\_\_\_ agree to pay the charges as set for above.

\_\_\_\_\_ Date \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)