STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION
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E-mail: CICOmbudsman@red.nv.gov https://www.red.nv.gov

RESALE PACKAGE OVERCHARGE FORM

Effective July 1, 2021, this form can be submitted if you, as a unit owner, have been overcharged for an association Resale Package. **YOU MUST ATTACH A COPY OF THE ITEMIZED RECEIPT, SHOWING ACTUAL AMOUNTS PAID, IN ORDER FOR THIS FORM TO BE PROCESSED.** It is advised that you submit this form as soon as overcharges are realized. In preparing and providing resale documents, an association may not charge ANY fees that exceed these amounts:

TYPE OF DOCUMENT/ACTION	MAXIMUM AMOUNT THAT CAN BE CHARGED (NRS 116.4109 & 116.3102)	AMOUNT ACTUALLY CHARGED
Resale Certificate	**$213.84** (+ $100 to expedite)	$ ☐ Expedite fee charged (if applicable) ☐
Includes a statement of any unsatisfied judgments or pending legal actions against the association, including status, any other fees associated with the resale of a unit, and all current and expected fees or charges for each unit.		
Demand Statement	**$190.73** (+ $100 to expedite)	$ ☐ Expedite fee charged (if applicable) ☐
Sets forth the amount of monthly assessment needed for common expenses and any unpaid obligation of any kind currently due from the selling unit's owner.		
Opening/Closing a File	**$404.58**	$ ☐ Expedite fee charged (if applicable) ☐
This fee must be based on the actual cost the association incurs to open or close any file. It may only include fees authorized by the governing documents, including transfer fees, inspection fees, processing fees, and any OTHER fees used to cover association resale costs. Prepaid assessments do not fall under this cap.		
Charges for any other copy, form or service	**Examples:** Convenience fee, HWD Access & Archive Fee, Final Inspection Fee, etc.	$ ☐ Expedite fee charged (if applicable) ☐
Includes the CC&Rs, bylaws, rules and regulations; a copy of the current operating budget and current year-to-date financial statement, including a summary of the reserves; and the "Before You Purchase…Did You Know?" statement.		
TOTAL:	**$809.15** (add additional $200.00 for expedited docs)	$ ☐

NOTES: Fees may increase on an annual basis by a percentage equal to the percentage of increase in the Consumer Price Index (All Items). Both a sub-association *and* Master association (if applicable) have the authority to charge these fees.

Unit Owner Name: _____

Current Mailing Address: _____

Phone Number: _____ Email: _____

Address of unit being sold: _____

Name of the Association for the home being sold: _____

Date Resale Package was provided: _____

Executed on: _____ _____
(Date) *(Unit Owner Signature)*