

6(d) CERTIFICATION REQUEST

ORDER FORM FOR SALE OR REFINANCE OF A UNIT

Global Property Services | 55 Winthrop St. Suite 1, Rehoboth, MA 02769 |

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Before a 6(d) certificate is issued the unit account shall have a zero balance and all of the following information must be completed. Please sign and return this form to our office along with a check for \$200.00 payable to "Global Property Services". Please note that if your closing date gets moved to the following month you will be responsible for receiving a new 6(d).

Date of Request: _____ Closing Date (REQUIRED): _____

Property Name & Address: _____

Unit Owners Name: _____ Unit Number: _____

Phone Number: _____ E-mail: _____

Name of Buyer: _____

Buyer's Phone Number & Email: _____

Will Buyer be living in the unit? YES: _____ NO: _____

Send welcome package to this Email: _____

If you prefer a welcome package mailed, please specify to what name and address:

The undersigned unit owner(s) hereby authorize Global Property Services (GPS) to release information in all matters concerning the unit and the association, including pending litigation (if any). Information in reference to this transaction is being provided by GPS, in its capacity as agent for the association or trust, to the best of its knowledge and belief. Information is gathered from sources deemed to be reliable; however, GPS does not warrant or guarantee the accuracy of the information and you are urged to verify this information through other sources.

Owner's Signature

Owner's Signature

Helpful Information:

What is a 6(d) Certificate?

A 6(d) certificate is required for the sale or transfer of ownership or when refinancing a unit. The certificate states that there are no charges due as of the date through which payment has been received.

Who pays for closing documents?

For refinancing the cost of the 6(d) and all other documents is paid by the homeowner. For unit sales, the cost of the 6(d), condominium and all other association documents is usually paid by the seller.