



**HOMEOWNERS ASSOCIATION**

**AUTHORIZATION FOR RELEASE OF OWNERS PERFORMANCE DEPOSIT**

This form may be obtained by phoning Bay Property Services at 708-974-4900. After completion, form must be faxed to Bay Property Services at 708-974-4909 for confirmation of funds. They will then be forwarded on for onsite inspection.

CURRENT OWNER MUST COMPLETE ALL ITEMS IN ITALICS. (IF AN ITEM DOES NOT APPLY, PLEASE MARK "N/A")

*Name:* \_\_\_\_\_ *Lot Number:* \_\_\_\_\_

*Phone Number:* \_\_\_\_\_ *Fax Number:* \_\_\_\_\_

*Email:* \_\_\_\_\_

*Current Address:* \_\_\_\_\_

*Amount of Deposit:* \_\_\_\_\_ *Received on:* \_\_\_\_\_

*Amount of deposit as initialed and verified by Bay Property Services, Inc. is \$\_\_\_\_\_ on \_\_\_\_\_ init. \_\_\_\_*

"I hereby attest that all construction and landscaping performed on this lot was done in accordance with the plans submitted for review and the work conforms to any required revisions by the architectural review committee (includes approved subdivision mailbox, signage, and driveway) as stated on the approval letter as well as the Declaration of Covenants, Conditions Restrictions, Reservations, Equitable Servitudes, Grants and Easements Lake Forrest Subdivision PUD as amended. I also attest that any damage done to curbs, streets, public utilities, public walks, or any item serving the public or other lot owners that are on or border the area of my lot, or have been worked on by myself or agents doing work for the benefit of my lot, regardless where the damage occurred have been corrected. I further agree that each inspection carries a fee of \$150.00 that will be deducted from any amount due and returned. "

*Homeowner(s) signature:* \_\_\_\_\_

*Date* \_\_\_\_/\_\_\_\_/\_\_\_\_

**REMINDER**  
Owner is responsible for the maintenance of public sidewalks and landscaping until turnover to village upon WRITTEN NOTICE – per the recorded covenants & restrictions.



**LOT RELEASE FORM – PAGE 2**

**Lot Number** \_\_\_\_\_

Sidewalks and parkway landscaping (trees & sod laid or grass established) need to be completed by \_\_\_\_\_ due to the initial first transfer from developer on \_\_\_\_\_

Misc. Notes:

- Verified / not verified* No temporary mailboxes installed
- Verified / not verified* Sidewalk installed
- Verified / not verified* Signs on property conform to covenants
- Verified / not verified* No damage to streets, curbs, sidewalks, b-box, sewer stub, and manholes, etc.
- Verified / not verified* No debris or dumpster on lot
- Verified / not verified* Parkway sod laid or grass established
- Verified / not verified* Parkway trees installed

Amount of damage and information:

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

On site inspector signed and dated: \_\_\_\_\_

Release of performance deposit in the amount of \$ \_\_\_\_\_ is approved, to be returned to current lot owner.

Association Representative X

Date faxed

Note:

This form shall only be completed and faxed to association when all above items have been completed.