



RESERVE STUDY PROPOSAL REQUEST

Request proposal online at: arsinc.com
Alternatively, email information form to:
jcoggins@arsinc.com

Name of Association: _____ Date: _____

Association Website: _____

Association Physical Address: _____

Association Mailing Address: _____

Requestor's Name: _____ Management Company: _____

Requestor's Title: _____ Address: _____

Phone: _____ Email: _____

Development Description:

Number of units: _____

Approximate age of development: _____

- Condominiums / Townhomes
- Single Family Homes/PUD
- Other: _____

Type of Reserve Study:

- Complete with on-site inspection
- Update with on-site inspection
- Update without on-site inspection
- Existing reserve study available
- If yes, who prepared it _____

Association Responsibilities:

Building Exterior:

- Roof
- Siding
- Windows/doors
- Garages/carports
- Paint
- Gutters
- Decks/balconies
- Lighting

- Hallways
- Stairwells
- Elevator

Amenities/Recreation:

- Gym
- Tennis/sport courts
- Park/tot lot
- Pool/spa
- Restrooms
- Clubhouse
- Guardhouse/electric gates

Grounds:

- Asphalt streets/parking areas
- Concrete sidewalks/patios
- Fencing/walls
- Extensive hardscaping, lakes, ponds
- Lighting

Equipment:

- Security system
- Surveillance system
- Water heaters
- HVAC
- Heavy equipment/vehicles

Building Interior:

- Common entry area

Describe any unusual factors that may affect the amount of time required to perform the reserve study:

Advanced Reserve Solutions of New England

Paul Huijng , P.E. & Associates

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Connecticut Office - 49 Randolph rd. Middletown, CT 06457 - 860-955-1400

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