

washingtonmews
condominium association
philadelphia

PO Box 53437
Philadelphia, PA 19105

**Request for Transfer Certificate, 3407 Certificate, and Condo Documents
for the Proposed Sale of Unit**

1. Street address and official unit number of the property:

2. Name(s) and mailing address (if different from above) of the current owner(s):

3. Name(s) and current address of buyer(s):

4. Who will occupy the unit? Buyer(s) Tenant(s) Other (explain)

If the prospective buyer intends to rent the property, he/she must receive prior approval from the Council of the Condominium Association. There is an annual non-pro-rated fee of \$350.00 on all rental units in addition to the regular assessed common expenses. Unit owners are financially responsible for the activities of their tenants.

5. When is the projected settlement date? _____.

Please mail this completed form to:

**Washington Mews Condominium Association
Attention: Treasurer
P.O. Box 53437
Philadelphia, Pennsylvania 19105-3437**

Certificates and accompanying documents will be provided to the seller or realtor within 10 days of receipt of this completed form. There is a \$172.50 fee for these documents

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which can be paid in advance or at closing. Expedited requests will be charged an additional \$25.

Documents to be sent to:
