

AMENDED DECLARATION/CONDOMINIUM CHECK LIST

- _____ Compare to current S/B/L: _____
- _____ Number of condo units amended _____
- _____ Check % of common interest, area and floor assignment on current condo and compare to amendment
- _____ Attorney General No Action Letter (if necessary)
- _____ Same name on amended condo map and amended declaration
- _____ Check property meets and bounds description (if amended)
- _____ Check site plans showing building locations (if amended)
- _____ Plans showing units with layout, square footage and dimensions
- _____ does amendment change the language in the Declaration and/or By-Laws?
- _____ Proof of vote of board of managers and/or % of vote of the unit owners as required under the declaration and/or by-laws.
- _____ Exhibits must show existing plan and proposed changes (i.e., number of bedrooms, baths, floor and/or LCE areas)

All taxes must have been paid to the Commissioner of Finance.

The Tax Map Department may need time to review the amended filing.