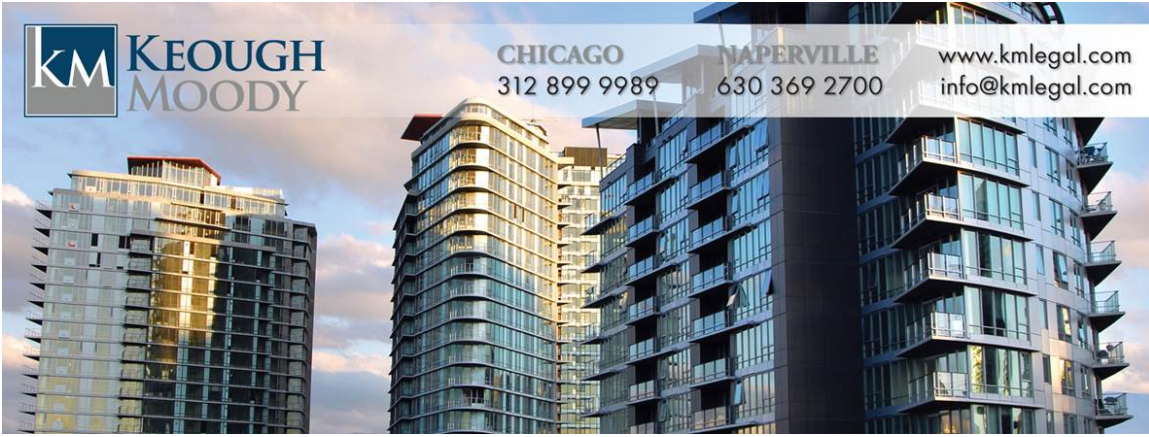




CHICAGO
312 899 9989

NAPERVILLE
630 369 2700

www.kmlegal.com
info@kmlegal.com



Request for Proposal

Please provide the following information in order to allow us to provide the most accurate proposal to your association. Please return form to info@kmlegal.com.

Association Name: _____

County in which association is located: _____

Number of Units: _____

Name of Primary Contact: _____

Role of Primary contact (i.e., board member, manager, etc.): _____

Proposal should be emailed to: _____

Upcoming Board Meeting Date(s): _____

Is Association self-managed or professionally managed? _____

o Name of Management company: _____

Who referred you? How did you hear about Keough & Moody, P.C.?

Please indicate whether the following items qualify as immediate legal needs or long term legal needs of the association:

	Immediate	Long Term
Assessment Collection	_____	_____
Review for Amendments to Dec/Bylaws	_____	_____
Updates to Rules and Regulations	_____	_____
Enforcement of Restrictions (Violations)	_____	_____
Opinion Letters	_____	_____
Contract Review and Negotiation	_____	_____
Litigation	_____	_____
Attendance at Board Meetings	_____	_____
Corporate Representation	_____	_____
Board Member Education	_____	_____
FHA Approval	_____	_____
Tax Appeal	_____	_____
Retainer Agreement	_____	_____
Other (please describe when returning RFP)	_____	_____