

Please sign and print your name at the bottom of this form and fax or email the form back to our office. Fax number 954-718-2464, email: Janet@TimeshareResaleClosings.com.

Date: _____

Attention: _____

RE: _____

Dear:

We are currently in the process of selling our timeshare, referenced above.

Please provide any staff member of JRA Services, Inc. with the information they are requesting regarding our account.

Please advise if the maintenance account is current, if there is a loan against the timeshare and if there are any special assessments.

Please send this information via fax or email, Attention: Janet Ammirati, Legal Assistant. Fax number 954-718-2464, email: Janet@TimeshareResaleClosings.com

Thank You.

Sincerely,

Owner

Owner

Print Name

Print Name