

Managing Agent

Marchetti & Weaver, LLC  
 License # ENT1224

28 Second Street, Suite 213  
 Erin McCauley, erin@mwcpaa.com

Edwards, Colorado 81632  
 970-926-6060 x2

Document/Information	Location
Articles of Incorporation	Website - Public Access
Bylaws	
Rules and Regulations	
Insurance Policies	
Reserve Study	
Responsible Governance Policies	
Board Member Contact Information	Website - Member/Realtor Access
Current Assessments by Unit	
Current Year Budget	
Financial Statements	
Minutes for Annual, Board and Special Meetings	
Operating Agreements	
Owner Contact Information	
Percentages by Unit for Voting and Assessments	
Actions Taken with a Board Meeting	Marchetti & Weaver Offices via Records Request Form
Annual Report to the Colorado Secretary of State	
Association Fees for Closing	
Assessments/Reserves/Working Capital Due at Closing	
Ballots, Proxies and Other Owner Voting Records	
Detail Expense Information	
Notice of Unpaid Assessments	
Resolutions Adopted by the Board	
Tax Returns	
Written Communication with Owners	
Party Wall Agreements	Not Applicable