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SAA23 Seller Association Authorization

Adoption Date: August 5, 2025

Mandatory Use Date: January 1, 2026

SELLER ASSOCIATION AUTHORIZATION

Date: _____

Property Address: _____

Seller(s): _____

Authorized Agent: _____

Fee: _____

Association #1 Name: _____

Manager: _____ Phone: _____

Account #: _____ Seller Email Address on Acct: _____

Seller Username: _____ Seller Password: _____

☐ I have not yet established an online account and authorize Authorized Agent to initiate one on my behalf.

Association #2 Name: _____

Manager: _____ Phone: _____

Account #: _____ Seller Email Address on Acct: _____

Seller Username: _____ Seller Password: _____

☐ I have not yet established an online account and authorize Authorized Agent to initiate one on my behalf.

Association #3 Name: _____

Manager: _____ Phone: _____

Account #: _____ Seller Email Address on Acct: _____

Seller Username: _____ Seller Password: _____

☐ I have not yet established an online account and authorize Authorized Agent to initiate one on my behalf.

Association #4 Name: _____

Manager: _____ Phone: _____

Account #: _____ Seller Email Address on Acct: _____

Seller Username: _____

Seller Password: _____

☐ I have not yet established an online account and authorize Authorized Agent to initiate one on my behalf.

1. **Request Association Documents and Status Letter.** Provided the cost of such service does not exceed the Fee, Seller consents and authorizes Authorized Agent to:
 - a. Request and receive Association Documents as defined in the Contract to Buy and Sell Real Estate (Contract) and information regarding the Association(s) as required to be provided to a prospective buyer pursuant to the Seller's contract with such prospective buyer;
 - b. Request and receive Status Letters from the Association(s).
2. **Construction Defect Documents.** Seller confirms:
 - a. Seller's correct mailing address and contact information ☐ **have** ☐ **have not** been provided to the Association(s) in the past six (6) months; and
 - b. Seller ☐ **has** ☐ **has not** received Construction Defect Documents as defined in the Contract from an Association(s) regarding a construction defect action within the past six months. If Seller has received any Construction Defect Documents, Seller must provide these documents to Authorized Agent upon signing this Seller Association Authorization.
3. **Fees and Costs.** The Fee is in addition to any additional cost charged by the Association(s) and/or any management agent of each Association and is owed regardless of whether the Seller's real estate transaction closes. Seller is advised to consult with the respective Association and/or its management agent to obtain the cost charged for such documents and information. Seller understands that the requirement to provide the above-referenced documents is the Seller's obligation under the Contract. Seller is under no obligation to use the services of Authorized Agent and understands the Association(s) may provide the above-referenced documents to Seller at no cost if requested from the Association(s) personally.

Seller

Seller