

**SUN CITY CENTER WEST MASTER ASSOCIATION, INC.  
REQUEST FOR CORPORATE RECORDS**

**Request Date:** \_\_\_\_\_

Sun City Center West Master Association, Inc.  
Attn: Master Association Secretary  
1904 Clubhouse Drive  
Sun City Center, FL 33573

Dear Master Association Secretary:

This is a request pursuant to Section 617.1602 of the Florida Statute. That statute provides that as a "Member" of the corporation, I am entitled to inspect and copy during regular business hours at the corporation's principal office or at a reasonable location specified by the corporation, any of the records of the corporation described in Section 617.1601(5) upon giving written notice of my demand at least ten (10) business days before the date on which I wish to inspect and copy.

**MEMBER ASSOCIATION** \_\_\_\_\_

**REQUESTOR'S NAME** \_\_\_\_\_

**(MAIL Address)** \_\_\_\_\_

**(City/State/Zip Code)** \_\_\_\_\_

**HOME PHONE** \_\_\_\_\_ **CELL** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_

**REASON** \_\_\_\_\_

(Please describe with reasonable particularity the purpose for the request)

**Please accept this written notice of my request to inspect and copy the following records:**

**RECORDS DESCRIPTION:** *(Specific: date, document type and accurate description)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Respectfully submitted, *(Signature)* \_\_\_\_\_

*Please Note: "Member" means every condominium association and homeowners' association within Kings Point. The "Member" representative is the condominium or homeowners' association President. Records can be requested by the President or, in the absence of the President, the listed Officer designated by the President to act in a Representative Capacity for the "Member."*

Receipt date: \_\_\_\_\_

Rev. 08/21/18