



Reserve Study Update (with no site-visit) Information Required to Begin

Association Name

Manager or Contact Name

1. Last year ending reserve fund balance

Fill in above blank or simply provide last year end audit, review, compilation or financial statement. This information must be provided, even if the association does not meet the threshold for having an audit or review completed.

2. Current year annual reserve contribution

Fill in the above blank or simply provide the current year budget.

3. Reserve expenses since last Reserve Study and anticipated this fiscal year.

CHECK HERE if the association has **NO reserve expenditures**

BRG Component Number	Reserve Item Description Including Scope of Work	Cost	Fiscal Year
<i>1000-100 from study</i>	<i>Example: Resealed all paving Include scope details if different than study's scope!</i>	\$9,999.99	2010/11

In context of the existing reserve study, list (or attach) reserve expenditures and include scope of work. Describe components utilizing their number from the prior year's reserve study. It may be simplest to copy our Section II, Expense Forecast, and highlight, circle or mark-up the previous stated projections. GL's should only be provided if they are richly annotated with notes relating to distinct components and well defined scopes of work. GL's without significant annotation do not work.

4. Next fiscal year MONTHLY assessment (if known)

With the above information provided to BRG, we can update an existing reserve study and execute California Assessment and Reserve Funding Disclosure Summary.

\$200 minimum charge for study update. Please inquire for your fee.

Please reply to Browning Reserve Group P.O. Box 60125, Sacramento CA 95860
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