

Downtown Pensacola  
139 EAST GOVERNMENT STREET  
PENSACOLA, FLORIDA 32502  
[p] 850.466.3255 | [f] 850.466.3258



Grand Boulevard at Sandestin®  
495 GRAND BOULEVARD, SUITE 206  
MIRAMAR BEACH, FLORIDA 32550  
[p] 850.269.7216 | [f] 850.269.6801

SUZANNE BLANKENSHIP | STEPHEN LOWERY  
www.coastalalg.com

### ESTOPPEL REQUEST

Date: \_\_\_\_\_

**Please provide information regarding the property:**

Association: \_\_\_\_\_ Owner(s): \_\_\_\_\_

Property Address: \_\_\_\_\_ Unit: \_\_\_\_\_ Date of Closing: \_\_\_\_\_

**Please provide contact information for the person/company requesting this payoff:**

Person Requesting Estoppel:

**(Note: If the person requesting the payoff is not the owner of the property, the "Authority To Release Information" form MUST also be completed and signed by the property owner.)**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Comments: \_\_\_\_\_

By signing this form, you as the owner are requesting that the association provide a certificate stating all assessments or monies owed for a particular parcel or unit. The requested payoff will be provided within 15 days after receipt of such written request. A fee may be charged for the preparation of the certificate and may be required to be paid prior to release of the certificate. Please be aware that if the fee is paid by someone other than the owner of the property and the closing does not occur, the association may collect the fee from you in the same manner as an assessment pursuant to applicable statutes. You are agreeing to ultimately pay all costs associated with the provision of any estoppel letters.

Signature of Property Owner: \_\_\_\_\_

(Required only if owner is requesting the payoff.)

Please provide this fully completed form via e-mail, fax or mail to:

**Coastal Association Law Group, P.L.**  
Payoff Department  
139 East Government Street • Pensacola, FL 32502  
[p] 850.466.3255 • [f] 850.466.3258  
Info@coastalalg.com

Please be aware that Coastal Association Law Group, P.L. will not process payoff requests unless the form is fully completed.