

Serving the Pacific Northwest
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**ASSOCIATION
RESERVES®**

Planning For The Inevitable

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Midwest Washington

March 25, 2026

Loyalty Update Plan

Job# 38038 - 7a

Thank you for choosing Association Reserves as your reserves planning partner! We are excited to get started on your professional Reserve Study. This go-ahead is based on an agreement initiated on 2/5/2025

Whipple Creek Place HOA 310 units in Vancouver, WA

| Yr # | FY Reporting Period Ending | Level of Service |
|---------------------------------------|-----------------------------------|--------------------------------------|
| <input type="checkbox"/> 1 | DEC 31 - 2026 | Update With-Site-Visit Reserve Study |
| <input checked="" type="checkbox"/> 2 | DEC 31 - 2027 | Update No-Site-Visit Reserve Study |
| <input type="checkbox"/> 3 | DEC 31 - 2028 | Update No-Site-Visit Reserve Study |

Fee: \$970.00 (50% deposit, 50% upon report delivery)

Turnaround: 8 weeks

Primary Association Contact

Suzanne Ashby
Invest West Management, LLC
Ph.: 360-254-5700, ext.
Direct #:
sashby@iwmhoa.com

Alternate Board Member Contact

Name: _____
Title: _____
Phone: _____
Direct # _____
Email: _____

Site Inspector Contact (as applicable)

Name: _____ Phone # () _____

Special instructions: _____



What else we need to start your Reserve Study:

- Signature _____ Date _____
- 50% Deposit of \$485.00
- Current budget, balance sheet, board contact list
- General Ledger reserve expense report, if any, since last study



If you have any questions, please contact Stephanie Smith, Office Manager at arwa@reservestudy.com. Prevent delays to your Reserve Study by your prompt attention to anything requested above.