

**Roxborough Park Foundation**  
**REQUEST FOR ACCESS TO FOUNDATION RECORDS**

Member Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Pursuant to state law and the Foundation's Inspection and Copying of Records by Owners Policy, I hereby request that Roxborough Park Foundation provide access to the records of the Foundation. I have requested to inspect and/or obtain copies of the following records:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

(Please describe with reasonable particularity the records sought. Add additional pages if necessary)

I understand that upon receipt of this request, the Foundation will set an appointment with me during regular business hours to occur no later than ten (10) days from receipt of this request.

I understand that under the terms of the Colorado Common Interest Ownership Act, Foundation records may not be obtained or used for any purpose unrelated to my interest(s) as an Owner. I further understand and agree that the Foundation's membership list may not be:

- a) Used to solicit money or property unless such money or property will be used solely to solicit the votes of the Owners in an election held by the Foundation;
- b) Used for any commercial purpose;
- c) Sold to, otherwise distributed to, or purchased by any person; or
- d) Any other purpose prohibited by law.

I acknowledge and accept the Foundation's records inspection policy. I acknowledge and accept that those records of the Foundation which I am entitled to inspect will be made available to me only at such time and place as the Foundation's policy provides, and that there may be a cost associated with providing copies of these documents for me. I agree to pay any costs associated with copying these documents. In the event the records provided to me by the Foundation are used for any commercial purposes or other improper purpose, I will be responsible for any and all damages, penalties and costs incurred by the Foundation, including attorney fees, and I shall be subject to all enforcement procedures available to the Foundation through its governing documents and/or Colorado law.

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_