

Disclosure of Information to Association Members

Alabama

- Ala. Code § 35-20-13
- Upon written request by a member or potential purchaser and upon payment of reasonable costs, the homeowners' association, as specified in the statute, shall provide or direct the member or potential purchaser to the location of the public record.

Alaska

- Alaska Stat. Ann. § 34.08.490 (West)
- Financial and other records must be made reasonably available for examination by a unit owner and an authorized agent of a unit owner.

Arizona

- Ariz. Rev. Stat. Ann. § 33-1805
- All financial and other records of the association shall be made reasonably available for examination by any member or any person designated by the member in writing as the member's representative. The association shall not charge a member or any person designated by the member in writing for making material available for review. The association shall have 10 business days to fulfill a request for examination

California

- Cal. Civ. Code § 5205 (West)
- Members are allowed access to the association's fiscal record for that year and the previous 2 years. The members are also allowed access to minutes and member lists. Requests to see current fiscal year documents must be prepared within 10 days of receipt of request, previous 2 years documents must be prepared within 30 days.

Colorado

- Colo. Rev. Stat. Ann. § 38-33.3-317 (West)
- All records maintained by the association must be available for examination and copying by a unit owner or the owner's authorized agent. The association may require unit owners to submit a written request, describing with reasonable particularity the records sought, at least 10 days prior to inspection or production of the documents and may limit examination and copying times to normal business hours or the next regularly scheduled executive board meeting if the meeting occurs within 30 days after the request.

Connecticut

- Conn. Gen. Stat. Ann. § 47-260 (West)
- All records retained by an association shall be available for examination and copying by a unit owner or the owner's authorized agent: (1) during reasonable business hours or at a mutually convenient time and location; and (2) upon 5 days' notice in a record reasonably identifying the specific records of the association requested.

Delaware

- Del. Code Ann. tit. 25, § 81-318 (West)
- All records kept by the association, including the association's membership list and address, and aggregate salary information of employees of the association, shall be available for examination and copying by a unit owner or the unit owner's authorized agent so long as the request is made in good faith and for a proper purpose related to the owner's membership in the association. This right

of examination may be exercised: (1) only during reasonable business hours or at a mutually convenient time and location, and (2) upon 5-days' written notice reasonably identifying the purpose for the request and the specific records of the association requested.

Georgia

- Ga. Code Ann. § 14-3-1602 (West)
- A member is entitled to inspect and copy, at a reasonable time and location specified by the corporation, any of the statutorily listed records if the member gives the corporation written notice or a written demand at least 5 business days before the date on which the member wishes to inspect and copy.

Kansas

- Kan. Stat. Ann. § 58-4616 (West)
- Subject to certain statutory provisions, all records retained by an association must be available for examination and copying by a unit owner or the owner's authorized agent.

Kentucky

- Ky. Rev. Stat. Ann. § 381.9197 (West)
- All financial and other records shall be made reasonably available for examination by any unit owner and his or her authorized agents.

Maine

- Me. Rev. Stat. tit. 33, § 577
- The manager or board of directors shall keep detailed, accurate records in chronological order of the receipts and expenditures affecting the common areas and facilities; specifying and itemizing the maintenance and repair expenses of the common areas and facilities; and any other expenses incurred. Such records and the vouchers authorizing the payments shall be available for examination by the unit owners at convenient hours of weekdays.

Maryland

- Md. Code Ann., Real Prop. § 11B-112 (West)
- Subject to statutory provisions, all books and records kept by or on behalf of the homeowners association shall be made available for examination or copying, or both, by a lot owner, a lot owner's mortgagee, or their respective duly authorized agents or attorneys, during normal business hours, and after reasonable notice.

Michigan

- Mich. Comp. Laws Ann. § 559.157 (West)
- The books, records, contracts, and financial statements concerning the administration and operation of the condominium project shall be available for examination by any of the co-owners and their mortgagees at convenient times.

Minnesota

- Minn. Stat. Ann. § 515B.3-118 (West)
- All records, except records relating to information that was the basis for closing a board meeting, shall be made reasonably available for examination by any unit owner or the unit owner's authorized agent, subject to the applicable statutes. The association must provide copies in paper or electronic form as requested by the owner or authorized agent, provided that the association is not required to provide copies in electronic form if the records are not maintained in that form by the association.

Missouri

- Mo. Ann. Stat. § 448.3-118 (West)
- The association shall keep financial records sufficiently detailed to enable the association to comply with statutory requirements. All financial and other records shall be made reasonably available for examination by any unit owner and his authorized agents.

Nebraska

- Neb. Rev. Stat. § 76-816, 76-876
- Both the book and the vouchers accrediting the entries made thereupon shall be available for examination by any co-owner or any prospective purchaser at convenient hours on working days that shall be set and announced for general knowledge.
- The association shall keep financial records sufficiently detailed to enable the association to comply with statutory requirements. All financial and other records of the association shall be made reasonably available for examination by any unit owner and his or her authorized agents.

Nevada

- Nev. Rev. Stat. Ann. § 116B.680 (West)
- All financial and other records of the association must be: (1) maintained and made available for review at the business office of the association or some other suitable location within the county where the condominium hotel is situated or, if it is situated in more than one county, within one of those counties; and (2) made reasonably available for any unit's owner and his or her authorized agents to inspect, examine, photocopy and audit.

New Hampshire

- N.H. Rev. Stat. Ann. § 479-A:19
- Such records and the vouchers authorizing the payments shall be available for examination by the unit owners at convenient hours of weekdays.

New Jersey

- N.J. Stat. Ann. § 46:8B-16 (West)
- The association acting through the governing board has a duty regarding the maintenance of accounting records, in accordance with generally accepted accounting principles, open to inspection at reasonable times by unit owners.

New York

- N.Y. Real Prop. Law § 339-w (McKinney)
- Such records and the vouchers authorizing the payments shall be available for examination by the unit owners at convenient hours of weekdays.

Ohio

- Ohio Rev. Code Ann. § 1702.15 (West)
- Subject to limitations prescribed in the articles or the regulations upon the right of members of a corporation to examine the books and records, all books and records of a corporation, including the membership records, may be examined by any member or director or the agent or attorney of either, for any reasonable and proper purpose and at any reasonable time.

Oregon

- Or. Rev. Stat. Ann. § 94.670 (West)
- Except as otherwise provided, the association shall make the documents, information and records of the association reasonably available for examination and, upon written request, available for

duplication by an owner and any mortgagee of a lot that makes the request in good faith for a proper purpose.

Pennsylvania

- 68 Pa. Cons. Stat. Ann. § 5316 (West)
- The association shall keep financial records sufficiently detailed to enable the association to comply with statutory requirements (relating to resales of units). All financial and other records shall be made reasonably available for examination by any unit owner and authorized agents.

Rhode Island

- R.I. Gen. Laws Ann. § 34-36-17 (West)
- The manager or management committee shall keep detailed, accurate records in chronological order, of the receipts and expenditures affecting the common areas and facilities, specifying and itemizing the maintenance and repair expenses of the common areas and facilities and any other expenses incurred. Records and the vouchers authorizing the payments involved shall be available for examination by the unit owners at convenient hours of weekdays.

Texas

- Tex. Bus. Orgs. Code Ann. § 22.351 (West)
- A member of a corporation, on written demand stating the purpose of the demand, is entitled to examine and copy at the member's expense, in person or by agent, accountant, or attorney, at any reasonable time and for a proper purpose, the books and records of the corporation relevant to that purpose.

Vermont

- Vt. Stat. Ann. tit. 27A, § 3-118 (West)
- Subject to certain statutory restrictions, all records retained by an association must be available for examination and copying by a unit owner or the owner's authorized agent.

Utah

- Utah Code Ann. § 57-8a-227 (West)
- An association shall keep and make documents available to lot owners in accordance with statutory requirements, regardless of whether the association is incorporated under Title 16, Chapter 6a, the Utah Revised Nonprofit Corporation Act.

Vermont

- Vt. Stat. Ann. tit. 27A, § 3-118 (West)
- Subject to statutory restrictions, all records retained by an association must be available for examination and copying by a unit owner or the owner's authorized agent.

Wisconsin

- Wis. Stat. Ann. § 703.20 (West)
- An association shall keep detailed, accurate records using standard bookkeeping procedures of the receipts and expenditures affecting the common elements, specifying and itemizing the maintenance and repair expenses of the common elements and any other expenses incurred. The records and the vouchers authorizing the payments shall be available for examination by the unit owners at convenient hours.