



P.O. BOX 911 - CHARLES TOWN - WV - 25414

## MEMBERSHIP APPLICATION

1. TODAY'S DATE: \_\_\_\_\_ (MM DD YYYY)

2. YOUR APPLICATION TO WVOHOA IS FOR:

- Qualified Homeowners or Civic Organization
- Individual
- Business

3. HOMEOWNERS ASSOCIATION, CIVIC ASSOCIATION OR BUSINESS NAME: (DO NOT ABBREVIATE)

\_\_\_\_\_

4. YOUR FIRST NAME: \_\_\_\_\_ 4b. YOUR LAST NAME: \_\_\_\_\_

6. YOUR E-MAIL ADDRESS: \_\_\_\_\_

7. YOUR TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ (THE NUMBER WHERE YOU CAN BE EASILY REACHED)

8. YOUR STREET ADDRESS: \_\_\_\_\_

8b. CITY: \_\_\_\_\_ 8c. COUNTY: \_\_\_\_\_ 8d. STATE: \_\_\_\_\_ 8e. ZIP CODE: \_\_\_\_\_

9. IS YOUR ASSOCIATION OR BUSINESS REGISTERED WITH THE WEST VIRGINIA SECRETARY OF STATE AS REQUIRED BY STATE LAW?

- YES
- NO
- UNKNOWN

10. IS YOUR ASSOCIATION, BUSINESS OR YOU A MEMBER OF COMMUNITY ASSOCIATIONS INSTITUTE (CAI)?

- YES
- NO
- UNKNOWN

**DOCUMENTS TO BE INCLUDED WITH YOUR APPLICATION**  
Homeowner Association or Civic Organization ONLY (Numbers 11-12-13 and 14 only)

**Q:** Why does WVOHOA encourage Members to provide these documents?

**A:** To better assist Members concerning important issues within the Organization.

11. BOUNDARY MAP OF YOUR ASSOCIATION (plat, tax map, other)

12. COPY OF MINUTES OF YOUR LAST ELECTION MEETING OR CERTIFICATION SIGNED BY THE PRESIDENT AND SECRETARY OF THE ASSOCIATION OF THE MOST RECENT ELECTION AND THE DATE OF THAT ELECTION.

13. COPY OF THE BOARD OF DIRECTORS/OFFICER ROSTER WITH CURRENT CONTACT INFORMATION (if not fully included on WV Secretary of State Annual Report).

14. COPY OF YOUR CURRENT WEST VIRGINIA SECRETARY OF STATE CORPORATION OR LIMITED PARTNERSHIP ANNUAL REPORT. (located at: <http://apps.sos.wv.gov/business/corporations>)

15. NUMBER OF HOMES IN YOUR HOA:  15b. NUMBER OF LOTS IN YOUR HOA:

15c. MONTH OF YOUR ANNUAL MEETING (CIRCLE ONE)

JAN - FEB - MAR - APR - MAY - JUN - JUL - AUG - SEP - OCT - NOV - DEC

15d. YOUR CURRENT HOA ANNUAL ASSESSMENT:  (enter the dollar amount)

16. SLIDING SCALE - SELECT ONE FOR YOUR WVOHOA MEMBERSHIP:

NUMBER OF HOMES IN YOUR HOA	ONE TIME APPLICATION FEE (non-refundable)	ANNUAL MEMBERSHIP DUES*
2-25	\$30	\$30
26-50	\$55	\$55
51-100	\$105	\$105
100 +	\$130	\$130
ONE INDIVIDUAL	\$30	\$30
ONE BUSINESS	\$130	\$130

**\* Membership Renewal:**

- January of each year

**CHECKS TO BE MADE OUT TO: WVOHOA AND SURFACE MAILED TO:  
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