

# SEABROOK ISLAND PROPERTY OWNERS ASSOCIATION (SIPOA) REQUEST FOR CLOSING INFORMATION FORM

To be completed by Buyer's Closing Attorney's office only:

Today's Date: \_\_\_\_\_ Property TMS # \_\_\_\_\_

Property Address: \_\_\_\_\_ Property Block # \_\_\_\_\_ Lot # \_\_\_\_\_

Purchase Price: \$ \_\_\_\_\_

Seller's Name: \_\_\_\_\_

Buyer's Name: \_\_\_\_\_

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

Closing Attorney: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_

Email address: \_\_\_\_\_

*For questions regarding **Seabrook Island Club membership**, please contact:*  
Membership Office at:  
membership@seabrookisland.com  
**Mail Club Membership Fees to:**  
Seabrook Island Membership Office  
1101 Landfall Way, Johns Island, 29455  
(Check for Club membership fee payable to:  
**Seabrook Island Club**)

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## To be completed by SIPOA:

2026 Assessment: \$3,133 for a Home / Villa or \$1,723 for a Lot Paid: Yes  No

Administrative Fee: \$250.00 Contribution to Capital Fee:  $\frac{1}{2}$  of 1% = \$ \_\_\_\_\_

**Total Owing to SIPOA:** \$ \_\_\_\_\_

Regime/Association Management Company: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

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

SIPOA Contact: **fincance@sipoa.org** Office: (843) 768-0061

**NOTE:** A copy of the **Title to Real Estate** must be transmitted to the SIPOA Administration Office with one check including the **Annual Assessment**, **Contribution to Capital Fee** and **Closing Administrative Fee** (made payable to Seabrook Island POA).

Seabrook Island POA  
1202 Landfall Way  
Johns Island, SC 29455