

Directors, Mutual No. _____
c/o Rossmoor Administration Office
2 Rossmoor Drive
Monroe Twp., NJ 08831
Tel: (609) 655-1000

NOTICE OF INTENT TO SELL – CONDOMINIUM

Dear Director:

Please be advised that I have placed Unit # _____ on the market for sale.

It has _____ has not _____ been listed a real estate agency.

Name and Phone Number of Realtor

I hereby certify that as the unit owner I am familiar with the Use Restrictions set forth in the Restated Master Deed and By-laws for my Mutual and am familiar with the Rules and Procedures of the Rossmoor Community Association, Inc. Further, I state that I am familiar with the resale procedures and understand that it is my responsibility to make certain that all rules and procedures are followed on the sale of this unit.

I realize that it is my responsibility to supply the buyer with all documents listed in the "Rules and Procedures" booklet under the section Condominium Resale Procedures – "What the Seller Does", at least seven (7) days prior to the buyer's orientation. Further, if the Unit is not listed with a Realtor, I will arrange for the buyer's orientation.

Also, I understand that no closing may take place until there is an approved membership of the buyer, and if a closing takes place without the buyer having an approved membership, I will be responsible for any legal fees and court costs of the Mutual in enforcing the provisions of the governing documents.

The Seller must provide to the Administration Office a \$400 inspection deposit, payable to Mutual No. _____ Condominium Association and a \$200.00 manor inspection fee, payable to RCAI, prior to the buyer's orientation with the directors.

I will advise the Resident Services Manager in the Administration Office as soon as a closing date has been scheduled and will supply that office with the name and address of the attorneys handling the sale, and will advise the Maintenance Office of the day they should conduct the inspection.

Date Signature of Seller/Owner Print Name of Seller/Owner

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