

SALE APPLICATION RULES AND GUIDELINES

BOARD OF DIRECTORS' APPROVAL:

Any condominium that is to be sold by an owner shall be considered for approval by the Board of Directors following receipt of the sale application by the Association's management company and review by the Board. Board action shall be conveyed to the owner in writing with a copy to the prospective buyer.

- Pine Run Association does not permit private mortgage holders.
- Carports are appurtenances to the parent condominium unit and are included in the sale.
- Buyers may have only two pets (dog, cats) and a maximum of 2 parking spaces; one assigned and one unassigned.

APPLICATION PROCEDURE:

Upon receipt of a sales contract offered by the buyer, the owner/seller shall complete the sale application. The owner/seller shall schedule the settlement date at least 30 days in the future for the Association's processing of the sale transaction.

The sale application is available on the Association's website at <http://kcl.cincwebasix.com>. The completed application shall be delivered to the Association's management company: Pine Run Association, c/o Keys-Caldwell, 1162 Indian Hills Blvd, Venice, FL 34293; 941-408-8293

COMPLETE SALE APPLICATION PACKAGE:

Must contain the following;

- clear, accurate, legible printed information
- photo ID(s) of the buyer(s).
- a non-refundable transaction fee of \$50.00 made payable to "Pine Run Association".

OR

- a non-refundable "rush transaction fee" of \$100.00 if the application is received by the management company less than 10 days prior to the proposed occupancy date.

The owner should retain a copy of the completed sale application.

If the management company incurs costs for the preparation of any legal documents, additional fees may be required.

Only complete and legible applications shall be accepted for review by the management company and the Association.

The Association's management company will not issue an estoppel letter to the settlement officer unless and until the Association has approved the sale transaction.

APPLICATION FOR SALE OF UNIT

Sale of Unit # _____ Date of Application _____

Proposed Date of Settlement _____

OWNER INFORMATION – *Please print clearly*

Name(s): _____

Corporate Name: (if any) _____

Home Address: _____

City _____ State _____ Zip Code _____

Phone: _____ E-Mail _____

As owner(s), I (we) have provided the buyer with all required legal and regulatory documents and so attest by my (our) signature(s) below. I have also notified the buyer of required participation in an information session prior to settlement.

Signature

Signature

Date: _____

APPLICATION FOR SALE OF UNIT

Sale of Unit # _____ Date _____

BUYER INFORMATION – *Please print clearly*

Name(s) _____

Home Address: _____

City _____ State _____ Zip Code _____

Phone: _____ E-Mail _____

Emergency Contact Name: _____

Phone _____ Phone _____

Car License # _____ State _____

MORTGAGE HOLDER INFORMATION:

Name: _____

Address: _____

Phone _____ Email Address _____

I agree to participate in an information session with an association representative.

Signature

Signature

Date _____