



**INTENT TO SELL**

Property Address: \_\_\_\_\_

Date you anticipate placing home on the market: \_\_\_\_\_

Person in Charge of Sale: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

Who are you using to sell your home?

Medvil Cooperative **[NOT AVAILABLE AT THIS TIME]**  
*(Note: if using Medvil Cooperative, skip to Homeowner/Representative Statement)*

Outside Realtor

Company Name & Address: \_\_\_\_\_

Name of Agent: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Homeowner/Representative Statement**

I/We \_\_\_\_\_ and \_\_\_\_\_  
( owners  representatives) hereby give a 30-day notice of intent to sell the manufactured home listed above. It is understood there is a legal responsibility to pay the monthly lot fee (including any late fees and/or fines associated with the property) until the date of closing, as outlined in the Occupancy Agreement. It is also understood that keys will be delivered to the new owners at the closing, or another mutually agreed upon time.

\_\_\_\_\_  
Signature of Homeowner or Representative Date

Please submit the completed form to the Medvil Maintenance Team by dropping it in their mailbox located on the wall in the mail room at the Donald Drive Club House or by mailing it to the address above

So sad to see you go, but before you leave...*please keep these Medvil rules in mind.*



B. Occupancy

3) Any homeowner wishing to sell or remove their home is required to give a thirty (30) day written notice of intent to the Board of Directors. In either case, the homeowner is responsible for advising any potential buyers of the Membership Committee approval process and joining the Medvil Cooperative.

4) For sales of homes, the written notice to the Board of Directors, must contain: The agent's name, telephone number, and address; the asking price and the names, telephone number and address of any party having signed a Purchase and Sales Agreement.

8) It is the responsibility of the homeowner to prevent the home's water lines from freezing and subsequent leakage, especially during the winter months. At this time, the standard method of prevention is heat tape. Don't forget to inspect and plug them in every fall. The Cooperative reserves the right to shut off the water at any home where there is a leak until a repair is made.

C. Buildings and Structures

11) Real estate boxes that hold listing sheets may be secured to the lamp post; however, realtors' "For Sale" signs must be placed in a window, on the home or against the home. Medvil Cooperative "For Sale" signs may be secured to lamp posts.

12) Grandfathered improvements, when altered, improved, or replaced, must conform to the present-day rules, with the exception of non-compliant fences which shall be in compliance prior to transfer of ownership of any home. Homeowners who have grandfathered improvements must disclose this to prospective buyers. This does not absolve any approved home buyer from responsibility of being aware of non-compliant conditions which may be grandfathered and must be brought into compliance when above conditions are met.

PLEASE NOTE...Once you have submitted your "Intent to Sell" a member of the Maintenance Team will drive by your home to make sure the outside of your home and your lot are in compliance with all of the applicable rules.

If you have any questions, please call the office at 497-4440, extension #2 and leave a message; someone will return your call within 48 hours.