

**PROCEDURES FOR SELLING A UNIT IN
HIDEAWAY VILLAGE
(Revised July 25, 2003)**

The seller must furnish the Association with **all** of the information listed below before the Board of Directors can vote on their Right of First Refusal and the subsequent issuance of a 6D Certificate.

- ◆ A letter signed and dated by the seller offering the unit to the Association for the same price and terms as has been accepted by the seller.
- ◆ A copy of the executed Purchase and Sales Agreement or similar document.
- ◆ The names(s), primary residence and telephone number of the buyer.
- ◆ The name(s), address, and telephone number of the closing attorney.
- ◆ The expected closing date.
- ◆ A check, made payable to the Hideaway Village Condominium Association, (HVCA) in the amount of \$100.00. This is the fee charged by the Association for processing the 6D Certificate.

The Board of Directors will vote on its Right of First Refusal no more than thirty (30) days after all information has been furnished, usually at their next scheduled monthly meeting.

If the Board votes not to exercise their Right of First Refusal, the HVCA office will prepare and furnish the seller with a 6D Certificate. The 6D Certificate will state that the Board of Directors has voted not to purchase the unit and there are no outstanding charges levied to the unit. ***IF outstanding charges are levied on the unit, the seller will be responsible to pay the Association ALL of these fees, plus any additional interest PRIOR to the preparation of the 6D Certificate.***