

FOR SALE BY OWNER PROCEDURES

STEPS FOR SELLER

1. Order a Resale Inspection through JOT forms at Roadhaven.com or at the Front Office (resale inspection must be completed by the Architectural Department prior to sale) If you chose to bill the account, please be aware that you may be charged a statement fee.
2. Request a Statement of Account at the Front Office-owner will share this information with the buyer, so he is aware the account is in good standing
3. Provide the buyer's contact information, estimated closing date, and who will be paying the required fees

STEPS FOR BUYER

1. Review the Statement of Account and Balance Sheet
2. Review, sign, and notarize the Resale Inspection
3. Complete the Age Affidavit and have it notarized
4. Review the Welcome Letter via email and complete the required documents
5. Provide a copy of the recorded deed, required forms, and fees to the Front Office

Property will not be transferred until all required documents and fees are provided to the Front Office

\$75.00 Resale Inspection

\$1500 Capital Contribution fee

\$400 Transfer fee

\$2700 HOA Annual Fee 2022-2023

Quarterly dues - July 1, October 1, January 1, April 1

Acceptable forms of payment: cash, money order, cashier's check, ACH debit, Roadhaven on-line payment portal, and credit card (plus credit card fee)