

CRESTWOOD VILLAS OF SARASOTA MULTI-CONDOMINIUM ASSOCIATION, INC.

POLICY FOR ESTATE SALES/SALES OF PERSONAL POSSESSIONS

I. Publicly Advertised Estate/Moving Sales

- a) Require approval of Board of Directors at a regularly scheduled Board meeting well in advance of the planned sale:
 - Request to be provided 2 weeks in advance of the monthly Board meeting.
- b) A re-fundable damage deposit of \$100 is to be provided with the Board approval request:
 - Deposit to be provided by owner or Estate Sale management company;
 - Damage costs to be determined by the Board based on actual damages to Association property, including landscaping, lawns, sprinklers, etc. Should damages exceed the \$100 deposit, the additional costs will be the responsibility of the owner. If no damages are assessed the deposit will be returned within 30 days after the sale date.
- c) Must be a designated representative of the Estate Sale management company present one-hour before and after sale to manage the event and respond to any issues that arise.
- d) Parking during sale must be properly managed. The Estate Sale management company:
 - Must provide signage to direct people to sale site in Crestwood Villas;
 - Must provide parking management to direct traffic and instruct visitors not to park on lawns, in front of driveways and only to park on the right side of the road as signed and in other designated parking areas.

II. Non-Public Estate Sales

- a) Does not require Board of Directors approval.
- b) Owners may elect to have all of their personal possessions sold on a consignment basis by a private firm or a not-for-profit organization.
- c) Items to be removed in a professional manner by the consignment firm to be sold at its facilities.

III. Private Sales of Personal Possessions

- a) Does not require Board of Directors approval.
- b) Owners may sell their own personal possessions through newspaper and other advertisement vehicles.
- c) Interested parties will respond by telephone/e-mail to owner and arrange a scheduled time to look at and purchase the personal possessions.
- d) Property owner is responsible for any damage to Crestwood Villas property as a result of the sale or removal of purchased items. Damage costs will be determined by the Board based on actual costs to repair association property, including landscaping, lawns, sprinklers, etc. The owner will be responsible for actual damage repair costs.
- e) Advertising at the Crestwood Villas entrance or on the property is **NOT** permitted.

IV. Yard sales and garage sales are **NOT** permitted

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Sale Agreement between CWVMCA and Owner

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This sale shall for all purposes be for the one time Sale of Personal Possessions at the address of the owner/estate _____ (Address).

IN WITNESS WHEREOF, the Board has entered into this Agreement as of the day and year written below with the sale to take place on _____

(Date)

as of _____ (Date)

X _____ as the
Owner/ Estate Representative

X _____ as the Estate Sale
Representative if applicable

X _____ as a Board
Representative