



Residential Sale Request For HOA Compliance

Member # _____ Request Date: ____ - ____ -20 ____

Name: _____ Phone # _____

Property address: _____ Cell # _____

Email: _____

If legal representative is attorney-in-fact, state capacity and name of real party of interest:

Name: _____ Capacity: _____

On behalf of: _____

Email: _____ Cell # _____

Listing/Seller's Agent Name: _____ Date: ____ - ____ -20 ____

Listing/Seller's Agent Phone # _____ Cell # _____

Listing/Seller's Agent Email: _____

Please assess/investigate this property for compliance with our Governing Documents and provide an Assessment/Investigation review. Upon completion of this report, a copy will be returned to you and sent to your Realtor (See reverse side for details)

Seller's Signature(s): _____ Date: ____ - ____ -20 ____

The above property has been assessed/investigated and is:

_____ In Compliance. Okay to proceed.

_____ Not in Compliance (See reverse side for details; reapply when corrections are made.)

Committee Member: _____ Investigation Date: ____ - ____ -20 ____

Office Member: _____ Date: ____ - ____ -20 ____

_____ Report returned to seller _____ Report sent to Listing Realtor/Seller's Agent

Approved Compliance Requests Are Valid For 90 Days Only, after 90, it must be resubmitted.
For legal property line identification, contact a professional survey company.



Residential Sale Request Assessment/ Investigation Worksheet

PROPERTY ADDRESS: _____ **DATE:** ____ - ____ -20__

	Complies	Does not Comply	Resolved
1. Condition of exterior (Siding, paint, roof) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Patio has not been converted into dwelling area _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Exterior Alterations are congruent with SEGCC requirements _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Roofing, color, style, and makeup conforms to requirements _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. No additional outbuildings and/or sheds have been erected that do not meet SEGCC guidelines. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Property line fences are of the proper type and height. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Hedges, trees, shrubs, plants, and lawns are neat and healthy. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Flowers and shrubs are trimmed 6" from siding of house. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Explanation of non-compliant items:

Please Print

NOTICE TO BUYER:

This assessment/investigation is required for all homeowners in Senior Estates Golf and Country Club (SEGCC) prior to selling their home for compliance with our Governing Documents. Do not rely on this document to determine the condition of the property. You should obtain qualified, professional advice on the condition of the property and its compliance with SEGCC Governing Documents and the City of Woodburn Development Ordinances. SEGCC disclaims any liability for errors or omissions in this review.

In the event of non-compliance prior to closing of the property, buyer agrees to assume responsibility of the non-compliant items and will make corrections within 60 (sixty) days of possession.

Buyer: _____ Date: ____ - ____ -20__

Committee Member recheck for Compliance: _____ Date: ____ - ____ -20__