

**Condominium Sales
Policy Resolution 29**

The duly elected Board of Directors of The Woods at Polaris Condominium Association establishes the following policy relating to the marketing and sale of condominium units.

1. Pre Sale

- a. One (1) professionally made "For Sale" sign, no larger than 3' X 3' may be posted in a unit window.
- b. No signs may be posted in any common area or limited common area including the entrance to the community. An "Open House" sign may be posted on the day of the Open House only.
- c. The Unit Owner is responsible to make their realtor aware of all rules relating to Unit sales.
- d. If there is a satellite dish at the Unit, the new Owner shall assume responsibility for the dish in writing per the requirements of Policy Resolution 17, Satellite Dish Installation. Submit written assumption of responsibility to the Property Manager prior to closing.
- e. If there is a roof de-icing system at the Unit, the new Owner shall assume responsibility for the system in writing per the requirements of Policy Resolution 19, Snow and Ice Removal. Submit written assumption of responsibility to the Property Manager prior to closing.

2. Post Sale

- a. All dues must be current.
- b. Upon sale of the Unit, the Owner must notify the management company with the new owner's name and closing date.
- c. Owner shall transfer the Unit keys, the mailbox keys, the pool key, the Handbook and the Declaration to the new Owner. Owner shall inform new Owner in writing of the mail box number.
- d. Owner shall confirm that Title Company has contacted Management Company for appropriate documentation.
- e. The Management Company shall notify the Welcoming Committee and the Board of Directors.

THE WOOD AT POLARIS CONDOMINIUM
ASSOCIATION, INC.

This resolution, Policy Resolution 29, was adopted at a meeting of the Board held on November 19, 2015 with the directors voting as indicated below:

Director	Yes	No	Abstain	Absent
Glenn Myres	<u>X</u>	<u>---</u>	<u>---</u>	<u>---</u>
John McEldowney	<u>X</u>	<u>---</u>	<u>---</u>	<u>---</u>
Jo Hutchison	<u>X</u>	<u>---</u>	<u>---</u>	<u>---</u>
Dan Bottorf	<u>---</u>	<u>---</u>	<u>---</u>	<u>X</u>
Jim Brady	<u>X</u>	<u>---</u>	<u>---</u>	<u>---</u>
Nancy Vance	<u>X</u>	<u>---</u>	<u>---</u>	<u>---</u>



Association President



Association Secretary