



# THE LAKES OF WOODBRIDGE CONDOMINIUM ASSOCIATION

6312 Stadium Drive  
Kalamazoo, MI 49009

www.thelakesatwoodbridge.com

269-488-0133  
thelakesofwoodbridge@gmail.com

## Intent To Sell

All Owners who intend to list their home for sale must provide a written notice of intent to The Lakes of Woodbridge Association under the Bylaws for The Lakes of Woodbridge Association. The Owner must agree to the following terms:

- Owner or their Agent will have the Buyer for the condominium unit complete the section below and return this form to the management company. This must be provided within 3 days of pending sale.
- Owner or their Agent will provide a copy of the sales agreement along with a copy of the Buyer driver's license to the management company with this form.
- Any condominium unit within The Lakes of Woodbridge Condominium Association will be subject to a Buy-In Fee equal to 1% of the sale price to be paid at the time of ownership transfer paid for by the Buyer. The funds paid will be applied to the reserve account of the Association.
- Owner will provide the incoming Buyer with a copy of all Lakes of Woodbridge Condominium documents which are available on the community website: [www.thelakesatwoodbridge.com](http://www.thelakesatwoodbridge.com)

I, Owner: \_\_\_\_\_ intend to sell

Address: \_\_\_\_\_ Unit # \_\_\_\_\_. I understand and agree to all of the requirements detailed in this Intent to Sell form.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Email

\_\_\_\_\_  
Owner Phone Number

Please complete the prospective buyer information for the Board's approval:

|                                                                                                                                                     |                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>BUYER(S) NAME(S):</b>                                                                                                                            |                                                                                                                                                                         |
| <b>BUYER(S) PHONE NUMBER(S):</b>                                                                                                                    |                                                                                                                                                                         |
| <b>BUYER(S) EMAIL ADDRESS(S):</b>                                                                                                                   |                                                                                                                                                                         |
| <b>NUMBER OF TOTAL OCCUPANTS AND ALL NAMES:</b>                                                                                                     |                                                                                                                                                                         |
| <b>DO YOU HAVE A PET? (NO MORE THAN 2 PETS ALLOWED AND ALL DOGS MUST BE UNDER 40 LBS. AT ADULT WEIGHT)</b>                                          | <b>WHAT KIND OF PET DO YOU HAVE?</b> _____<br><b>HOW MANY PETS DO YOU HAVE?</b> _____                                                                                   |
| <b>BUYER HAS HOW MANY CARS? MAXIMUM 2 CARS PER UNIT</b>                                                                                             | <b>HOW MANY CARS DO YOU HAVE?</b> _____                                                                                                                                 |
| <b>WILL THE BUYER BE AN OWNER OCCUPANT?</b>                                                                                                         | <b>YES / NO (CIRCLE)</b> Rental in not allowed until after 12 months of ownership.                                                                                      |
| <b>BUYER HAS READ AND AGREES TO THE ASSOCIATION BYLAWS, RULES AND MASTER DEED:</b>                                                                  | <b>YES / NO (CIRCLE)</b>                                                                                                                                                |
| <b>BUYER ACCEPTS THE RESPONSIBILITY FOR IDENTIFYING DAMAGE TO THE PROPERTY AND MAINTAINING ANY MODIFICATIONS TO THE PROPERTY, KNOWN OR UNKNOWN?</b> | <b>YES / NO (CIRCLE)</b> Buyer responsible for confirming all modifications and damage to the property (including the garage door, landscaping and exterior structure). |
| <b>ANTICIPATED CLOSING DATE:</b>                                                                                                                    | <b>BUYER SIGNATURE AND DATE:</b>                                                                                                                                        |



# THE LAKES OF WOODBRIDGE CONDOMINIUM ASSOCIATION

www.thelakesatwoodbridge.com

6312 Stadium Drive  
Kalamazoo, MI 49009

269-488-0133  
thelakesofwoodbridge@gmail.com

## BOARD RESPONSE TO NOTICE OF INTENT TO SELL:

To: \_\_\_\_\_

We are in receipt of your notice of intent to transfer ownership of the above-mentioned condominium unit.

Your request for approval has been considered by the Board of Directors of the Association and the following action has been taken:

\_\_\_\_ Your request to transfer ownership as defined in the material provided to the Board has been approved.

\_\_\_\_ Your request has been denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ No action has been taken on your request pending receipt of the following information:

\_\_\_\_\_

THE LAKES OF WOODBRIDGE CONDOMINIUM ASSOCIATION

BY \_\_\_\_\_ DATE: \_\_\_\_\_  
President/Agent of The Lakes of Woodbridge Condominium Association