

Maple Forest Estate Sale Guidelines

The following guidelines are intended to give the co-owner's family some specific requirements that must be met before an Estate Sale can be held for the co-owner of record.

CRITERIA: Permission for an Estate Sale will only be granted when the last owner of record is deceased, moving into an assisted living facility or a nursing home and agrees to comply with the following requirements. Sales for any other purpose will not be permitted in Maple Forest at any time or under any circumstances.

APPROVAL: The family must submit this completed and signed form to the Board of Directors via the management company. The board must approve estate sales at least 7 days in advance. Turnaround time will be expedited via email. City approval (permit) is also required and can be procured at Wixom City Hall (49045 Pontiac Trail, Wixom MI) or online at <http://www.wixomgov.org/government/city-clerk/garage-sales>

SALE EVENT REQUIREMENTS:

- Sale duration not to exceed two consecutive days, or begin before 9:00 am or extend beyond 4:00 pm, and is for one time only.
- Part of an additional day immediately following the sale may be scheduled for pick-up of items. This day can't begin before 9:00 am and can't extend beyond 12:00 pm.
- Signs reading "Estate Sale" may be posted at entrances and in front of unit during sale hours only.
- Sale is for items contained in the unit; additional goods are not to be brought into or onto the property.
- **During sale hours someone must be posted to control parking to ensure driveways are not blocked, vehicles are not parked on the lawn and the street remains passable.**
- Parking by estate sale customers is allowed in designated guest parking areas throughout the complex or in the driveway of the condo with the sale.
- Co-owner's family will be responsible for any damage done to the property by any agent or visitor.

**Maple Forest Condominium Association
Application for Approval of an Estate Sale**

INFORMATION REGARDING APPLICANT

Name of Applicant (s): _____ Today's Date: _____

Relationship to Co-owner (if not co-owner): _____

Applicant Address: _____ ZIP: _____

Applicant Phone Number(s): _____

Applicant's e-mail address: _____

INFORMATION REGARDING PROPOSED SALE

Address of sale: _____

Dates of sale: _____ Hours of sale: _____

When will buyer(s) pick up items purchased at the sale? _____

Manager for the sale

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

E-mail address: _____

The applicant's signature indicates that the applicant understands the rules governing estate sales in the Maple Forest Condominium Board Rules and Regulations and agrees to comply with those rules.

Applicant's signature

Date