

Maple Forest Estate/Moving Sale Guidelines

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

CRITERIA: Permission for an Estate/Moving Sale will only be granted once the unit is sold (when offer accepted by seller) by the owner or owner's family if the owner 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 co-owner or family must submit completed and signed attached 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 three 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 4:00 pm.
- Signs reading "Estate/Moving 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 customers is allowed in designated guest parking areas throughout the complex or in the driveway of the condo with the sale.
- Co-owner or co-owner's family will be responsible for any damage done to the property by any agent or visitor.

Rules and Regulations
Addendum Document 101.7
Board Approved: Oct 13, 2016
~~Revised: June 17, 2021~~

Maple Forest Condominium Association
Application for Approval of an Estate /Moving Sale

Name of Applicant (s): _____ Date: _____
Relationship to Co-owner (if not co-owner) if applicable: _____
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? _____

IF NOT AN ESTATE SALE NO FURTHER INFORMATION IS REQUIRED

Manager for the sale (if applicable)

Company Name: _____
Contact Name: _____
Address: _____
Phone: _____
Email 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

Return the signed form to Leadership Management, Inc., Attn: Dawn Bowman, PO Box 146, Gaines, MI 48436 or e-mail to dawn@leadershipmanagement.us