

SELLING YOUR CONDO

1. If you have a Realtor, advise them of the 15 Day First Right Of Refusal. All sales are subject to purchase by an existing owner, at an equal or greater value within 15 days of posting of the sale.
2. Complete the form shown at the bottom of this page and either bring it to Management at 1712 W. Lindsey – Norman, OK 73069 or fax the form to 405-329-7653. The information will be provided to the President or Vice-President as provided for in the Declarations.
3. If you have a Realtor, advise them of the required Sign Up Fee which is an amount equal to three month's dues. This is not a prepayment of dues. The Sign Up Fee is an offset of potential lender costs which are not included in the Association's annual budget.
4. Advise Management if you are going to furnish the Facility Key and by-laws at closing to the buyer. Replacement costs are \$50 for facility key and \$20 for the by-laws. Phone: 405-292-7653.
5. The Management Company is a full service real estate brokerage and, thus cannot answer certain questions for your Buyer due to liability issues. Private information regarding your account will not be furnished. Any questions should be answered either by the Seller or the Realtor.
6. The Lender, Insurance Agents and Title Companies will contact the Management Company to receive the necessary information for closing, as required in the by-laws and your abstract.

CARDINAL CREEK CONDOMINIUMS HOA, INC.

NOTICE OF FIRST RIGHT OF REFUSAL

In compliance with the By-laws and C.C.&R;s of the aforementioned Association:

_____ of Unit _____

does hereby give notice this _____ day of _____, 20____, that said unit is under contract for sale for the amount of \$ _____.

Finance Terms: _____ Cash _____ Conventional _____ FHA _____ VA

THE FIRST RIGHT OF REFUSAL SHALL EXPIRE ON _____ / _____ /20_____.