



WYNLAKES ESTATE SALE POLICY AND PROCEDURE

Wynlakes Community Estate Sales require prior approval of the Wynlakes Homeowners' Association Board of Directors. When approved, the Wynlakes Homeowners' Association Office will issue an Estate Sale Permit. The Wynlakes Homeowners' Association Board of Directors is final decision authority for all Estate Sales within Wynlakes.

APPLICATION PROCESS

An Application for an Estate Sale must be submitted to the Wynlakes Homeowners' Association Office at least ninety (90) days prior to the desired event date.

An Application will include the following:

- 1) Contractor Letter requesting approval to conduct an Estate Sale in Wynlakes
- 2) Signed contract between the Homeowner(s)/heir(s) and the Contractor
- 3) Contractor's business license
- 4) Contractor's liability insurance
- 5) Contractor's bond certificate
- 6) \$1,000.00 Contractor's Security Deposit (check or money order made out to the *Wynlakes Homeowners' Association*)

The Estate Sale Application may be approved only at the discretion of the Board of Directors. In order to be approved, an Estate Sale must meet the conditions below:

- a) upon the death of an owner(s), or relocation to a new residence where the owner(s) (1) will be unable to retain his/her/their residence and property or (2) will be moving to an assisted living facility, retirement community, rest home, family member home or similar living arrangement (transfer to a nursing home or long-term care facility), and
- b) the Wynlakes residence will be sold.

The Contractor's Deposit will be returned within seven (7) working days after the sale if all the RULES FOR ESTATE SALES listed below are adhered to, and the documentation submitted with the application proves valid as determined by the Board of Directors and the Wynlakes Homeowners' Association Office.

EFFECTIVE DATE: October 13, 2015



RULES FOR ESTATE SALES

All Wynlakes Estate Sales will be conducted by a licensed, bonded, and insured company hired by the Homeowner(s), heir(s) or representative(s), with the approval of the Wynlakes Homeowners' Association Board of Directors.

Wynlakes Estate Sales will be limited to a single sale period.

Any sale period is limited to two (2) consecutive days; Monday-Tuesday; Tuesday-Wednesday; Wednesday-Thursday; Thursday-Friday; or Friday-Saturday.

No sale shall be conducted on Sundays, or Federal, State, or Religious Holidays.

All preparation and sales activity shall be conducted between the hours of 9:00 AM Central Time and 3:00 PM Central Time.

One (1) sign designating the residence of the sale is permitted in the yard of the homeowner(s). The sign will be displayed only during the period one (1) hour before to (1) hour following the advertised sale hours, and only on the day of the sale. No other signs are permitted at entrances or on other properties within Wynlakes.

No items other than those of the Homeowner(s) shall be offered for sale.

Media advertisement of the sale location may be released no earlier than seven (7) days before the initiation of the sale.

Removal of articles sold during an estate sale will be completed no later than 3 PM Central Time the Monday following the sale. Sundays and Holidays excluded.

If the residence of the sale is located in a Cul-de-Sac, Pipe Stem, Alleyway, or No Outlet street, the Contractor will provide a *minimum* of one (1) off-duty, uniformed MPD police officer for traffic control during the period one (1) hour before the sale begins to one (1) hour after the sale ends each day of the sale.

Parking for sale attendees shall be advertised and enforced to limit parking only on the sidewalk side of all roadways within Wynlakes. No driveways, mail boxes or trash containers will be blocked from street access. The Contractor, MPD, or Wynlakes Security is authorized to direct the towing of a violator's vehicle at the owner's expense.

At any time the Contractor or Homeowner(s) heir(s) or representative is found to be in breach of these rules, the sale will be terminated, the Estate Sale Permit voided, and the Contractor's Deposit will be forfeited.

EFFECTIVE DATE: **October 13, 2015**