

## **SALE OF UNITS**

The sale of a unit is subject to the requirements of the Declaration. It is the responsibility of the unit owner to inform their real estate agents that the Common Elements, including the outer and inner lobbies may not be used as a reception or waiting room or as a place to do paperwork.

All open houses must be registered in the Management Office. Prospective purchasers are subject to the same requirements and procedures as other visitors (See Doorpersons and Deliveries).

**Notice of any sale, gift, device or other transfer of the ownership of a unit shall be given to the Board and Management Office, in the manner provided in the Declaration and By-Laws for giving notices, within (5) days following consummation of such transfer.**

The buyer must complete all forms normally and reasonably required by the Association and return them to the Management Office along with a fully executed copy of the contract of sale prior to time the buyer takes possession of the unit. The purpose of the information requested by the Association is to gather information essential to the efficient functioning of the Association.

Elevators will not be provided for moves until the Buyer has provided all required information.

No signs advertising units for sale shall be posted in any indoor area of the building other than the bulletin boards.

Forms for the proposed sale of any unit may be acquired by contacting the Management Office. Occupancy may not occur until the agreement to abide by these Rules and payment of required fees has been obtained.

**The Residences at 950 W Monroe Condominium Association  
Rules & Regulations  
June 25, 2013**