

Deer Park RV Resort Owners Association, a Condominium Owner Lot Sale Process Steps

Association Lot Sale Agent (Odynski's Accounting) and recommended Title Companies shown below

- 1) Owner notifies any Board member via email to dprvoa@gmail.com of intent to sell lot.
- 2) Our website is updated under Lot Sales: <http://dprvoa.club/owner-lot-sales/>
- 3) Buyer, Seller, or Real Estate Agent notifies Title Company of intent to buy/sell lot in our Association. See recommended Title Companies below. Normally, the notification is done via transmittal or delivery to Title Company of a real estate purchase agreement.
- 4) As part of the closing process, Escrow sends Odynski's Accounting a "Demand Request" that asks for information regarding Association dues amounts and payment dates.
- 5) Odynski's Accounting fills out the demand request and alerts the Treasurer of the Association of the pending sale.
- 6) Odynski's Accounting also completes Washington State required Condominium Re-Sale Certification as Association assigned agent. This document is required to be signed by both buyers and sellers and includes information about our Association including our financial status, CC&Rs, Bylaws, etc.
- 7) Odynski's Accounting sends the Demand Request, Condominium Resale Certificate, and all documents (CC&Rs, financials, etc.) to Escrow for distribution to buyers as required.
- 8) Title Company notifies Odynski's Accounting of Sale Closure.
- 9) Odynski's Accounting notifies Treasurer of new dues payer.
- 10) Treasurer updates owner listing and notifies Board of new owner.

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