



Westbrook Village Association

Resale Information Packet

Dear Westbrook Village Resident,

Now that you have decided to sell your home in Westbrook Village, you should know that we will be sorry to see you leave our community. It is our goal to help you through this transition and to answer as many of your questions as possible prior to the sale of your property.

Frequently Asked Questions

Do I have to notify Westbrook Village that I have accepted an offer on my home?

No....When you have come to an agreement with your buyer, the Title Company that you have selected will send a fax to Westbrook Village notifying us that you have accepted an offer on your home. They will also inform us as to who the buyer is and your estimated closing date.

Does my home need to be in Compliance with Westbrook Villages Architectural Standards?

Yes....After we are notified by your Title Company, the exterior of your house and property will be visually inspected to make sure it is in Compliance and that any changes to the exterior have been noted in your lot file. We do not go on your property to perform the inspection, nor do we inspect your backyard. The backyard will be covered in the next question.

Do I receive any information from Westbrook Village after the inspection?

Yes....After your home has been inspected, you will receive the following in the mail:

Compliance Certificate.... This document will certify the exterior of your home and property is in compliance with the Architectural Standards of Westbrook Village, or it will state what you have to do to bring your property into compliance.

Seller's Disclosure Statement.... This document is a declaration of what is in your backyard. Please fill out the document completely, sign the document in the presence of a Notary Public, provide a copy to the buyer and return the original to Westbrook Villages Administration Office.

Resale Fee Information Sheet.... This document lists the fees charged by Westbrook Village relating to the sale of your property and provides other information. A copy of this sheet is attached at the end of this document. Please pay close attention to the Rush Fee.

Rush Fee.... A fee of \$250 is charged to all requests by the Title Company for information to be processed by Westbrook Village within 5 days of the receipt of the request.



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Resale Information Packet (continued)

Do I receive the same information if I own a condo?

Yes....You will receive the same information with the exception of the Seller's Disclosure Statement. The backyard of a condo is considered common property.

What information does my Title Company receive?

Your Title Company will receive the following information:

The Title Company's Original Fax.... A copy of the Title Company's original fax request is included with the information that we provide them.

Escrow Disclosure Statement.... This statement notifies the Title Company if your property is located within a Sub-Association or not, provides Westbrook Village Resale Fee information, and states that your property is located in an age restricted community.

Resale Fee Information Sheet.... This is the same document that you receive in your Seller's Packet.

Billing Invoice.... This invoice lists the Resale Fees to be collected for Westbrook Village at the time of closing along with any amounts that have not been paid to date.

Compliance Certificate.... This is the same document that you receive in your Seller's Packet.

Listing of Management Companies.... If your property is located within a Sub-Association, a listing of Management Companies along with their address and contact phone numbers will be included.

What do I tell my realtor or prospective buyer about Westbrook Village's Age Restrictions?

Eighty (80) percent of all residential units must be occupied by one (1) person fifty-five (55) years of age or older at all times. Of the remaining residential units at least one (1) permanent occupant must be forty (40) years of age or older. No person who is less than eighteen (18) shall occupy a residential unit for more than ninety (90) days within a twelve (12) month period.

Where can my realtor place for sale or open house signs?

Please see the attachment at the end of this document for where signs can be placed.



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Resale Information Packet (continued)

Can my prospective buyer rent the property?

Yes.... While the rental of residential property is not encouraged, it is recognized that at times it may occur. When it does, the following Architectural and Environmental Standards and Application Procedures apply:

Rentals must follow the age restrictions listed on the previous page. Rentals shall be for a minimum of thirty (30) days.

Rental property and its occupants are subject to all the CC&R's that apply to permanent residents.

Rental property owners must abide by the Maricopa County ordinances governing rental property in the City.

The permanent residents have a right to expect that the use of residential property for rental purposes shall in no way have a negative impact upon the property values and lifestyle of the village and its residents.

What if I have paid my Annual Assessment Fee for the current year?

If you have paid your Annual Assessment Fee for the current year, please consult your Realtor for advise relating to this fee before writing or signing a contract with your prospective buyer. Annual Assessment Fee's can be pro-rated between the Seller and the Buyer at the time of closing.

Are there additional fees that I need to be aware of other than those of Westbrook Village?

If your property is located within a Sub-Association that is managed by a private management company, please contact that company for possible fees that might be charged relating to the sale of your property.

The employees of Westbrook Village wish you success with the sale of your property. It has been a pleasure working with you.



Disclosure of the Westbrook Village Fee Structure and 2012 Resale Information

Resale Disclosure Fee: 2012 Rate \$350.00 (payable for aH ownership transfers, not applicable on refinances)

Preservation Fee: 2012 Rate \$1050.00 (applicable for all new owner/members)

2012 Annual Assessment Rate: \$571.77 (due 1/1/12 - can be pro-rated at the close of escrow)

CC&R Documentation: \$50.00

Special Assessment: Remaining balance is due at time of resale

Rush Fee: \$100.00 (for requested processing of 72 hours or less)

Other Resale Information:

- > Any outstanding Assessments or Charges will be collected at close of escrow.
- > If the property is located within a Sub-Association there may be additional charges. Contact the Management Company for that Sub-Division for this information.
- > WVA is an age-restricted community. Age verification of those occupying each property is required pursuant to the Federal Fair Housing Act of 1988 for Adult Communities.
- > Buyers will be mailed a resale disclosure packet from Westbrook Village Association including the CC&R's, Architectural & Environmental Standards and other required documents after the title company has notified the Association of the opening of escrow.
- > A Compliance Certificate is provided after a representative from Westbrook Village Association has done an inspection of the property. The inspection of the property is limited to exterior surfaces visible from the street and their conformance to the deed restrictions and architectural standards. The inspection does not include the backyard. The inspection does not address engineering and structural design or quality of materials. If compliance issues arise, and escrow has already closed, the buyer assumes responsibility for any existing violations pursuant to Arizona State Law and the Declaration of Covenants, Conditions and Restrictions for the Westbrook Village Association.
- > **Also according to Arizona State Law, if the seller has made any alterations or modifications to the property that violate the Association's CC&R's and/or Architectural & Environmental Standards it is the seller's responsibility to disclose those modifications to any prospective buyer. This disclosure must include any alterations or modifications to the front or the back of the property. During the escrow process a signed Sellers Disclosure regarding backyard modifications is required to be on file with the Association.**
- > WVA CC&R's require a copy of the recorded deed before the buyer can be documented as a homeowner. Normally the recorded deed is provided to Westbrook Village after the close of escrow.

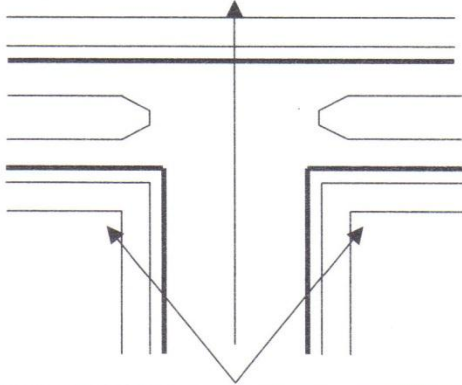
After receipt of a recorded deed the new homeowner can visit the Administration Office to obtain a voucher for the homeowner's Photo ID card. While waiting for a recorded deed to become available, a temporary pass can be issued for use of the recreation facilities if the Administration Office can verify the closing of the sale.

The Association prepares a New Homeowner Book for your easy access to information regarding Westbrook Village clubs and events. If you would like a copy you may pick it up at the Vistas Recreation Center.

APPENDIX D – Sign Placement Diagram

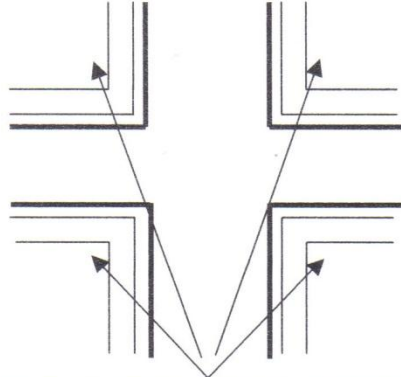
Including Garage / Yard Sale, Estate Sale, For Sale, Open House, For Rent

RESIDENTIAL STREETS



Place signs behind sidewalk ONLY

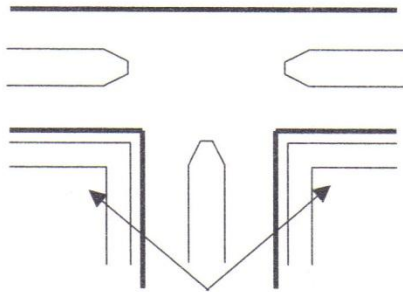
RESIDENTIAL INTERSECTIONS



Place signs behind sidewalk ONLY

DO NOT PLACE ANY SIGNS AT THE FOLLOWING LOCATIONS

GOLF COURSE OR REC CENTER PROPERTY



Place signs ONLY at corners Across from these Areas behind sidewalk

WESTBROOK ENTRANCES

NORTH SIDE OF UNION HILLS

WEST SIDE OF 83RD AVE.

SOUTH SIDE OF BEARDSLEY

EAST or WEST SIDE OF 91ST AVE.

ON THE SIDEWALK, ROADWAY,
OR CENTER ISLAND

The City of Peoria does not allow placement of signs on the street, sidewalk or on a center island