

Estate Sale Policy

Estate Sales are allowed under defined conditions:

- Sale must be in consideration of death, or the desire to move to a professional retirement community, assisted-living, with family, or nursing facility, not simply a moving sale;
- May not exceed two consecutive days;
- Notice of sale must be received by the HOA at least 14 days prior to the estate sale by the homeowner or his/her executor with the Estate Sale Form provided;
- Must be held by an estate sale professional;
- Must have security in the form of a licensed professional approved by the HOA and paid in advanced by the homeowner or his/her agent during the hours of the estate sale; a copy of the security company's license must be provided.
- Signs: one sign at the entrance to the Neighborhood, at each intersection leading to the home and one at the home may be posted;
- Parking within the neighborhood for the estate sale as required by the Fire Marshall:
 - must be limited to one side of all streets;
 - no parking at fire hydrants;
 - no parking within 30' (feet) of intersections;
 - all parking shall be supervised.In addition:
 - no parking in driveways;
 - no parking on the grass;
 - vehicles in violation of parking requirements are subject to towing and or ticketing.
- Adhere to all normal Brookside Gardens Rules & Regulations;
- Homeowner or his/her agent is responsible for any situations that arise as a direct result of the sale.

When in violation of this policy the homeowner at whose home the event occurs or at whose direction it has occurred will automatically be assessed the following fines/costs payable within 15 days of the event. If not paid on time the matter will immediately be addressed to Small Claims Court.

Costs may include but are not limited to:

Management Company fees for processing fines as well as any costs associated with Small Claims Court
Security Company charges/fees (note: receive a ticket which if not paid within 2 weeks will be assessed to the responsible homeowner. (Means will be available for the fine holder to pay upon receipt.) Fines related to this policy:

\$100 per day for unauthorized event

\$ 25 per day for each car parked on the grass

\$100 per day for blocking access as required by the Fire Marshall

Note: events held by relatives/friends/executors or any other persons are included in this policy. All fines and costs will be assessed to the homeowner or to his/her estate.

Brookside Gardens Homeowners Association
Estate Sale Request

Owner: _____ Brookside Gardens Address: _____

Executor: _____ Company Conducting Sale: _____

Contact: _____ Phone #: _____ Email: _____

Estate Sale Dates: _____ Estate Sale Hours (allow for early arrivals): _____

Security Provided by: _____ (copy of license attached)

Signs to be located: Please check all that apply (signs at intersections leading to home):

Opposite Entrance to BSG on Murrayville Rd.: _____ Entrance on Murrayville Rd.: _____

Corner of Brookside Gardens Dr & New Haven Dr: _____

Corner of StoneHaven Court & New Haven Dr: _____

Corner of Ivory Court and New Haven Dr: _____ At the Home: _____

I have read, understood and accept the conditions of the Brookside Gardens HOA Open House Sign Estate Policy.

Owner/Executor Signature

Date:

Owner/Executor Name

(printed): _____ Phone Number: _____

Email: _____

Address if other than above:

Request Received by CSS: _____

Approved by BOD: _____ Denied by BOD: _____ Date: _____

Explanation for Denial: _____

Owner Notification Date: _____