

Hidden Ridge at Kutsher's Country Club
Homeowners Association, Inc.
PO Box 976
Monticello, NY 12701
845-794-7173
Fax: 845-794-4316



Sales Rules - 2015

1. At time of contract, the seller must supply the buyer with a copy of the Hidden Ridge prospectus containing our By-Laws as well as any additional rules and regulations that govern Hidden Ridge Homeowners Association.
2. A sales form must be completed and sent to the accounting office with the Seller's information as well as the Buyer's information. In addition, you must inform the Buyer of:
 - (A) Monthly maintenance charge due the first of each month. (\$325)
 - (B) Property Taxes due January of each year.
 - (C) School Taxes due September of each year.
 - (D) Sewer Charge due at the end of July of each year. (\$400)
 - (E) A transfer fee equal to 3 months maintenance (currently \$975) is due at closing payable by the Buyer
To the: Hidden Ridge Homeowners Association.
3. Once the completed sales form is sent to the accounting office (P.O. Box 976, Monticello, New York 12701) it must be reviewed, approved and signed by the President, Vice President or their designees of the Hidden Ridge Homeowners Association.
4. Once the closing takes place, you must contact the accounting office and arrange to have your name removed from the billing roster and the new owner's names added.
5. A deed must be filed at the Sullivan County Clerk's office proving that the new owners have taken title to the property.

Your cooperation is greatly appreciated in this process and will avoid any delays in your transfer of title. Please contact the accounting office for any needed forms.

Very truly yours,

The Hidden Ridge Board of Directors

Hidden Ridge at Kutsher's Country Club
Homeowners Association, Inc.
PO Box 976
Monticello, NY 12701
845-794-7173
Fax: 845-794-4316



Sales Rules

The Unit owner must fill out a proposed Sales Form with as much information as known regarding the Seller and the Buyer or the Buyer's agent.

Any and all documents must be either mailed in or faxed to the office at the above location.

The Seller must call the office and obtain a letter of any outstanding fees due to the Association. This does not include taxes or utilities.

The Buyer must submit a transfer fee in the amount of \$ 975 made payable to: Hidden Ridge Homeowners Association at the above address

The Seller must transfer the Hidden Ridge Prospective Booklet, Rule Booklet and Maintenance Coupon Booklet to the Buyer at closing.

The Buyer is responsible for the filing the deed to the unit with the county of Sullivan and the Town of Thompson.

The Buyer is responsible to submit to the office a copy of proof of an insurance policy for their unit.

All sales must be signed off by the President, Vice President or their designee.

Hidden Ridge at Kutsher's Country Club
Homeowners Association, Inc.
PO Box 976
Monticello, NY 12701
845-794-7173
Fax: 845-794-4316



Sales Form

Date: _____ Unit # _____

Seller's Last Name: _____ Seller's First Name: _____

Seller's Address: _____ Monticello, N.Y, 12701

Seller's Phone Number at Hidden Ridge: 845 - _____

Seller's Phone Number Away: _____

Price Unit Sold for \$ _____

Attorney for Seller: _____

Address: _____

Attorney's Phone Number: _____ Fax: _____

=====

Buyer's Information

Buyer's Last Name: _____ Buyer's First Name: _____

Buyer's Address: _____

Buyer's Phone Number at Hidden Ridge: 845 - _____

Phone Number Away: _____ Email Address: _____

Attorney for Buyer: _____

Address: _____

Attorney's Phone Number: _____ Fax: _____

Was Deed Filed? _____ By Laws Book? _____ Was Fee Paid? _____

Maintenance Book? _____ A-Z Book? _____ Mail Box Key? _____

Insurance Info submitted? _____

Hidden Ridge Board of Director _____ Date _____

**ALL SALES MUST BE SIGNED OFF BY A MEMBER OF THE BOARD OF DIRECTORS
THIS FORM MUST BE RETURNED TO THE HIDDEN RIDGE OFFICE**