Gardens on the Rio Grande
Estate Sale Policy and Application Form

Rationale: The Gardens' HOA wishes to limit automobile and truck traffic through the neighborhood in order to preserve the integrity of the roads and adjacent cement areas and to reduce potential damage to property. We also recognize the needs of the homeowner when downsizing and moving to a new home. As a result, we have adopted the following policy:

1. **No garage sales or yard sales** are allowed

2. **Estate sales may be held** only if held off-site or on-line

    - The estate sale is a **private sale held by a professional estate sale business** on behalf of a Gardens' resident or their agent AND
    - The **home must to be listed for sale (within 6 months)**

Requirements for Estate Sales held in the Garden's

- **Estate Sale Form** must be submitted to the HOA Board at least **7days prior** to the estate sale by the homeowner or his/her executor
- Must be held by an **estate sale professional.**
- Must obtain a **temporary gate code from the Gardens Gate Keeper**, to be used by estate sale personnel for the duration of the sale. A start and stop date must be provided to our Gate Keeper.
- **Parking** must be **on the homeowner's property or on one side of the street;** no parking by fire hydrants; no parking within 30' (feet) of stop signs and intersections; no parking in driveways or private property. Vehicles in violation of parking requirements are subject to towing.
- The homeowner or agent must adhere to all **HOA governing rules, regulations, and policies**. The homeowner or agent is responsible for any damage to HOA property that arises as a direct result of the estate sale..

Owner:_____

Address:_____ Executor:_____

Company Conducting Sale:_____

Contact:_____ Phone #:_____

Email:_____

Estate Sale Dates:_____

- ☐ **Gate will be manned by homeowner's agent and temporary access code provided**
- ☐ **Parking will be monitored and no parking signs/cones placed on one side of street**
- ☐ **$2000 security deposit to cover potential damages - to be refunded if not used**

The homeowner or designated estate sale agent is responsible for removal of all signage upon completion of the estate sale.

Adopted November 2, 2022, rev 1-7-26

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I understand and have <u>communicated the Estate Sale Policy to the company I have hired</u>.

_____ _____

Owner/Executor Signature Date:

_____

Owner/Executor Name (printed)

Phone Number:_____

Email:_____

Address if other than above: _____

_____

Estate Sale Company Name _____

Company contact _____ phone number _____

Company email _____

Company address

_____

Request Received by The Gardens' HOA Board: Date_____;

Approved by HOA Board:_____ Denied by HOA Board:_____

Date:_____

Explanation for Denial:

_____

_____

_____

Owner Notification Date: _____

NOTE: *Due to damage to the HOA property from previous Estate Sales, the following requirements have been added as of January 2026.:

- Entry/Exit gates must be manned (watch especially Mountain exit gate which opens inward)
- No parking cones/signs must be placed on one side of the streets (Gil has some) and parking must be monitored by homeowner or estate sale personnel
- A $2000 deposit to the Gardens HOA inc must accompany this form - to cover any potential costs. Unused balance will be returned to the homeowner.

Adopted November 2, 2022, rev 1-7-26