

RED CEDAR CANYON TOWNHOME ASSOCIATION (RCCTA)

Guide

Sellers and Buyers List - Guide

This helpful checklist is for current homeowners who are thinking of selling and future homeowners considering purchase in order to aid in the smooth transition from one owner to another.

It is intended to be shared with current and future owners and their representative parties. This does not replace current communications, declarations & covenants, bylaws or rules.

RCCTA Property Management is provided MJF and Associates 612-819-0133.

Reminder: Townhomes belong to two different associations – Red Cedar Canyon Townhome Association (RCCTA) and Red Cedar Canyon Homeowners Association (RCCHA). MJF and Associates currently provides services to Red Cedar Canyon Townhome Association (RCCTA).

Current Owners:

- ☐ **Inform MJF and Associates of your intent to sell your property.**
- ☐ **For-sale signs are to be placed only in your townhome. (Review Sign Policy.)**
- ☐ **Send a copy of the Warranty Deed at closing to MJF and Associates. MAIL TO:** 1940 So. Greeley Street Suite 111, Stillwater, MN 55082. A failure to do so could result in you being responsible for all dues until the deed is received.
- ☐ **Inform buyers of any architectural or landscape modifications made to your property.** Provide buyers with copies of association liability limits relative to those modifications.
- ☐ **Coordinate cable/satellite providers with new owners.** If new owner does not use existing satellite dish, removal and any damage resulting from removal is your responsibility.
- ☐ **Order all resale documents from www.mjfandassociate.com.** Either the homeowner or your realtor can order these documents. There is a cost to ordering documents, because they are professionally prepared and specific to your property. MJF and Associates can fill out resale disclosure forms.
- ☐ **Order a Dues Current Letter from www.mjfandassociates.com shortly before closing.** Your title/closing company will let you know how many days in advance they need this document. This document will show any outstanding balance and/or liens you have with the Association.