



Winona Lakes, POA
 112 Ski Lodge Circle
 East Stroudsburg PA 18302
 Telephone: (570) 588-9309 · Fax: (570) 588-9348 · Web: www.winonalakes.org
 Email: communitymanager@winonalakes.org

REQUEST FOR RESALE CERTIFICATE PACKAGE

In compliance with section 5407 of the Uniform Planned Community Act, Winona Lakes Property Owners Association will provide a Resale Certificate Package within ten days from the authorized receipt of this request provided the following conditions have been met:

- The property owner (seller) or their authorized (in writing) representative submits a properly filled out request for resale form.
- Payment in the amount of \$250.00 via credit card or check made payable to Winona Lakes POA is received with this form.

A Resale Certificate Package will be made available to the requestor indicated on this form within ten days from the receipt of this form. The package must be picked up at the Winona Lakes POA office, and only after it has been released by a member of the Winona Lakes POA administrative staff. Only one package **per request** will be made available.

Property Owner: _____ Lot #: _____

Address: _____ East Stroudsburg, PA 18302

Email: _____ Request Date: _____

Phone #: _____ Fee Paid \$: _____ Payment method: _____

Received By: _____ Date: _____

WLPOA Authorized Signature

Completion Date: _____

Main Point of Contact for sale of property if different from above.

Name: _____ Phone #: _____

Email: _____

Relationship to Property Owner: Agent Buyer Buyer's Agent Friend/Family Member Other
 (Please circle best option)