

## Property Sale Requirements

We understand that you are, or represent, a party to a contract of purchase and sale respecting

\_\_\_\_\_ .  
(civic address)

That property is located within the Silver Star Resort Lands Area.

The Silver Star Resort Association (SSRA) doing business as Destination Silver Star is legally entitled to levy and collect assessments on all properties contained within the Silver Star Resort Lands Area as indicated on Schedule A in the Association Bylaws. The relevant assessments are set out in Part 20 of the Association Bylaws.

To facilitate collection of those assessments, the following information is required to be completed and delivered to *members@silverstarresort.ca* prior to the completion of a sale:

1. Legal/Civic Address of property: \_\_\_\_\_
2. Parcel Identifier (PID): \_\_\_\_\_
3. Lease Registration number, if applicable: \_\_\_\_\_
4. Full Legal Name (and name registered on title, if different) of all sellers: \_\_\_\_\_
5. Full Legal Name (and name that will be registered on title, if different) of all buyers: \_\_\_\_\_
6. Contact Information of Buyer(s):
  - a) Mailing Address (for billing): \_\_\_\_\_
  - b) Phone Number(s): \_\_\_\_\_
  - c) E-mail Address: \_\_\_\_\_
  - d) Alternate E-mail Address: \_\_\_\_\_
7. Closing Date of Sale/Purchase: \_\_\_\_\_

Once this form is completed and returned to us by the buyer(s), an assessment form will be issued to facilitate completion of the conveyancing Statement of Adjustments. The assessment certificate will show the annual fees paid by the seller which may need to be prorated between the seller(s) and the buyer(s). If there is a balance owing by the seller, an invoice will be sent to the seller(s) and their lawyer or notary. Once payment of all overdue assessments (if any) is received by us, an assessment certificate will be issued and the property can be transferred from the seller(s) to the buyer(s).

The Declaration of Use form is used by the buyers(s) to declare the intended use of the property. The Declaration needs to be completed, signed, and returned to us by the buyer(s). Without receipt of the form, the buyer(s) will automatically be placed into the highest assessment category for the type of property.

Please note that accounts cannot be transferred from the seller(s) to the buyer(s) until we have received the Property Sale Requirement form and any outstanding assessments are paid in full.

If you have any questions or require clarification, please call Administration at 250-241-3115 or email at *members@silverstarresort.ca*. For any other questions please email at *info@destinationsilverstar.com*.

Sincerely, Silver Star Resort Association dba Destination Silver Star