

## **RULES AND REGULATIONS FOR UNIT SALES AND REALTORS:**

1. The Unit Owner must provide the Manager's office with the realtor's contact information and a copy of the completed Brokerage Relationship Disclosure Agreement. Pelican Landing Community Association also requires registration of unit listings with their administrative office.
2. No signs or banners shall be placed on, or exhibited from, any unit, Common Element or Limited Common Element without the prior written approval of the Association.
3. **OPEN HOUSES:**
  - a. The Sorrento property Manager must be advised of the open house dates and hours on the Wednesday preceding.
  - b. The realtor must be on site and in the Unit at the Sorrento during the scheduled open house hours.
  - c. An Information marquee must be placed inside the lobby entrance (but visible from the outside) indicating the Unit Number(s) being shown for the open house and the realtor(s) phone number(s).
  - d. The realtor must meet the client(s) in the lobby and must accompany them to and from the Unit(s) to be shown. Clients are not allowed on any floor or Common Elements unaccompanied.
  - e. Realtors are reminded that during Hurricane Season the Board of Directors require all fans and furniture from unprotected lanais and porches be kept inside of the Unit. Any furniture moved to these areas for showings must be returned inside.
  - f. Water is turned off to unoccupied Units. Public restrooms are located on the lobby level outside of the exercise room.
4. The Sorrento's Declaration of Condominium, Section 14, TRANSFER OF OWNERSHIP OF UNITS provides full detail to the procedure required in the sale of Units. This procedure includes, but is not limited to:
  - a. A Unit Owner intending to sell the Unit must provide the Board of Directors with written notice of intention to sell the Unit at least thirty (30) days before the intended closing date together with the name and address of the proposed purchaser, a copy of the executed sales contract, a properly completed application to purchase, processing fee and such other information as the Board of Directors may reasonably require. The application to purchase authorizes the Board of Directors to obtain a background check of the proposed Purchaser(s).
  - b. Within 20 days after receipt of the required notice and all attendant information requested, including background check report, the Board shall approve or disapprove the sale. If the transfer is approved, the approval shall be stated in a Certificate of Approval executed by an Officer in recordable form and delivered to the purchaser.
  - c. Applications to purchase a Unit received from an existing Sorrento Unit Owner(s) must be accompanied by a transfer fee as approved by the Board of Directors in lieu of the application fee.