

PRE-SETTLEMENT CHECK LIST

Congratulations on the purchase of your new home in Glen Eagles at Valleybrook Property Owners Association. In order to expedite the procedure to secure the necessary information for your settlement please review, initial each item, and sign and date this form at the bottom. **Information for settlement will not be released until this form is initialed, signed and returned to Associa MidAtlantic.**

Glen Eagles is a homeowners' association with Rules and Regulations that are in place to maintain the beauty and consistency of the community. *For more information regarding Glen Eagles, please visit their website at www.gleneaglesview.com*

_____ **Glen Eagles Rules and Regulations (updated as of January 2016) have been provided and reviewed by prospective buyers.**

In addition to the complete Rules and Regulations, the following are specifically being brought to the buyer's attention prior to moving into Glen Eagles at Valleybrook :

_____ Glen Eagles at Valleybrook Home Owners Association Public Offering Statements have been provided to buyers.

_____ There are 2 parking spaces assigned per unit .
Vehicles must be registered with Association and must display Glen Eagles parking decals at all times.
Seller is required to pass on their parking decals to the buyer at settlement. If decals are not provided at settlement, the seller should make payment to Glen Eagles c/o Associa for the decals (\$25 per decal) and decals will be mailed to the buyer once payment received. If the decals are not transferred and/or paid for at settlement, it will become the new homeowner's responsibility to pay for and obtain.

_____ No commercial vehicles, trailers, golf carts or motorcycles/mopeds/scooters are permitted to be parked and/or stored in Glen Eagles.

_____ No more than 2 dogs and/or 2 cats per household are permitted; all of which have to be registered with Glen Eagles as well as Gloucester Twp.

_____ Any and All exterior changes and/or modifications must be approved by the Glen Eagles Board of Directors before modifications take place.

_____ Window treatments that are permitted.

_____ Trash pickup is Tuesday and Recyclable pickup is every other Friday.
Trash cans are to be placed curbside no earlier than Monday afternoon. Recyclable cans are to be placed curbside no earlier than Thursday afternoon.
Electronics / TVs / Appliance pickups must be scheduled through Public Works and can be placed curbside the afternoon before the day the scheduled pickup.
All trash cans and containers must be returned to the rear of the property the night when pickup occurred; or Tuesday and Friday respectively
Any homeowner that places trash curbside prior to when permitted will be fined \$25/day.
Any homeowner that does not return their cans and containers to the rear of their property the night pickup occurred will be fined \$25/day until the can is returned.

_____ If you are purchasing to rent, or plan on renting in the future, there are rental policies and procedures that must be adhered to before tenants can move in. Please ask Associa for a copy of the policies and procedures.

A payment coupon book will be mailed directly to you for payment of association dues and a new homeowner's packet will be mailed to you once Associa receives confirmation the settlement has been completed (usually within 30 days after settlement).

Should you have any questions or concerns you may contact your Property Manager, Ed Salter at Associa Mid-Atlantic 888-884-8490. This document becomes effective upon settlement completion.

Signature of Buyer

Date

Signature of Buyer

Date