

Village Green Townhouses  
227 Arbor Court  
Omaha, NE 68108

## Notice of Intent to Vacate and Authorization to Sell Membership

Please be advised that on approximately the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_, hereinafter referred to as the  
"Seller," will be vacating the unit at \_\_\_\_\_

And that the Seller does hereby authorize and appoint as their agent, Village Green Townhouses, to assist in the sale of their membership. **Seller agrees to pay Village Green a service charge of \$75.00 for this service and for the documentation associated with the sale of their unit as well as a transfer fee of \$150.00.** Seller authorizes the service charge and transfer fee to be deducted from the total proceeds of the sale of the membership.

Seller agrees to divulge the total amount of the sale of their membership in Village Green and further agrees that at least \$1,000 (more may be required because of past due charges or condition of the unit) of the membership sale amount, hereinafter referred to as "sale deposit" will be paid to Village Green to applied to any unpaid charges due to Village Green under the Occupancy Agreement such as monthly carrying charges, service charges, late charges, unpaid utility bills and any charges associated with reconditioning the unit to make it acceptable for sale. After deduction for any of the above charges, all remaining sale deposit money will be paid to seller within 30 days of the date that the buyer takes possession of the unit. Seller agrees to and understands that the date that the obligation for payment to Village Green of monthly carrying charges and/or all other charges pursuant to the terms of the Occupancy Agreement between the seller and Village Green will continue until the date that the new purchaser takes possession of the unit.

Village Green herewith acknowledges receipt of the following:

- a) Occupancy Agreement
- b) Membership Certificate (endorsed on reverse side)
- c) Member's Handbook
- d) Village Green Rules and Regulations Handbook
- e) Move-out Procedures

Above item(s) \_\_\_\_\_ were not received because \_\_\_\_\_

Forwarding Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (phone number)

Seller Signature \_\_\_\_\_ Date \_\_\_\_\_  
Seller Signature \_\_\_\_\_ Date \_\_\_\_\_  
Witness Signature \_\_\_\_\_ Date \_\_\_\_\_