

TOWN HOUSE CONDOMINIUM ASSOCIATION

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NOTICE FOR SELLING (LEASING) AND NEW OWNERS/RESIDENTS **-BUILDING KEYS-**

SELLING/LEASING OWNER:

ALL BUILDING KEYS (INCLUDING GARAGE) SHOULD BE TURNED IN TO THE BUILDING SUPERVISOR AT THE OFFICE ON THE LAST DAY EXPECTED TO BE IN THE BUILDING. EXACT CLOSING DATE SHOULD BE ADVISED.

UNIT AND MAILBOX KEYS SHOULD BE TURNED OVER TO NEW OWNER/RESIDENT AT THE CLOSING.

NEW OWNER/RESIDENT:

ALL BUILDING KEYS (INCLUDING GARAGE) WILL BE GIVEN AFTER THE CLOSING, WITH SIGNATURE REQUIRED PRIOR TO RECEIVING KEYS. IF BUILDING KEYS ARE RECEIVED AT CLOSING, SIGNATURE IS STILL REQUIRED (PLEASE SEE THE BUILDING SUPERVISOR).

THANK YOU FOR YOUR COOPERATION IN THIS MATTER.