

Sales

A Policy of The Versailles Condominium Association

DEFINITION:

For the purposes of this policy, the term, Estate Sale or Sale, shall include all announced. public sale of goods within the confines of the building. It applies to, but is not limited to, furniture, fixtures, cabinets, books, bookcases, lamps, pictures, appliances and equipment. Because several of the building resources for a sale are also required for a move, dates and personnel are coordinated between them.

PURPOSE:

To facilitate the sale and the transport of sold items, to cause the least disruption to other residents and to minimize or make repairs possible for any coincidental damage to the building and its decoration, the following regulations apply to all sales by or on-behalf-of Condominium unit owners.

REGULATIONS:

Multiple sales:

Within any 24-hour period, commencing at Midnight, a maximum of exactly one (1) sale (or move) may be allowed.

Sale Date:

To prevent multiple sales and to allow time to arrange for additional personnel a sale date request and deposit should be presented to the Condominium office in writing at least two weeks in advance of a requested sale date. It should also include an approximate count for large items. The sale date will be granted or denied in writing on a copy of the request within 2 business days of receipt.

Date Priority:

Sale dates will be granted in the order requested. If a conflict exists regarding a requested date for a move or another sale, the names of involved parties will be noted on the sale date denial. Individuals may negotiate among the involved parties to change dates but such change must be in writing and not be less than three (3) days before the desired date.

Removal of Goods:

For the protection of the unit owner as well as all owners, collectively, only small items should be taken by the buyers on the day of the sale. The sale organizer should make arrangements for an insured mover available to transport items weighing more than 45 pounds or having dimensions 24 inches or greater in the horizontal plane to the service elevator and to the driveway behind (on the West side of) the building on the week-day following the sale. . Any mover so engaged by a unit owner must show evidence of liability insurance. It is strongly advised that the owner hire movers with Worker's Compensation Insurance. A

“certificate of insurance”, showing both kinds, should be faxed to the Condominium office by the insurance agent of the mover.

Security and Service Fee Deposit:

For the protection of all parties and the Condominium Association, a deposit must accompany the submission of the sale date request. Requests made absent said deposit must be denied.

Any sale, shall require a deposit of Five Hundred Dollars (\$500.) Fifty Dollars (\$50) of that deposit shall constitute a fee that is not refundable less than two (2) full days prior to the granted sale date. The fee includes up to 3 hours of service by an employee of the Association for the exclusive purpose of assisting in the logistics of the sale. This includes best attempts at controlling vehicle parking and monitoring the use of doorways and elevators. It does NOT include any handling of items being sold. Normally such employee is required both on the day of the sale and the large item move-out day.

Hours beyond 3 will be charged at the rate of \$15 per hour for times between 8 am and 4:30pm, Monday thru Friday, excluding Condominium holidays. For weekends, holidays and extended hours the service fee and the hourly add-on are doubled. [\$100 fee; \$30 per extended hour]

Guidelines during the sale:

Every care must be taken to protect painted walls and woodwork and not to damage or soil the hallway carpet and floor paint. This may require floor protection and item pads.

Deposit Return:

At the completion of the sale an inspection of the common areas encountered by the sale shall be made. If there is some damage found or none, the portion of the deposit not taken by service fee or by the amount required to repair any damage found, shall be returned by check within 5 business days of the completion of repairs, if any. Said check will be mailed to the address supplied by the owner of the unit at the time of the sale. In the event repair of damages found exceeds the remaining deposit, the owner will receive an invoice from the Association and prompt payment is expected.

Damage assessments and disputes:

Depending on the nature of the damage, the Condominium Manager will contact one or more craftsmen to evaluate the repair and give quotation(s) and estimates of schedule. These quotations will be presented to the owner for acceptance. If the owner does not accept the quotations presented, the Manager will contact alternative craftsmen to obtain a second set of quotations. If the second quotations are also unacceptable, the owner may appeal to the judgment of the Board of Managers of the Condominium Association at their next regular meeting.

This policy was approved by a majority of member at a meeting of the Board of Managers, The Versailles Condominium Association on this date 11th day of December, 2006.