

Valley Pond Townhouse Association

Selling Your Townhome?

If you're planning to sell your townhome unit, we offer these suggestions for communicating important details to your realtor and future buyer(s):

1. **Inform your realtor that the Valley Pond Townhome Association requires the home to be owner-occupied**, i.e. it cannot be used as a rental unit. This is important information for prospective buyers, some of whom may be seeking an investment property rather than a home.
2. **Disclose the association dues** (currently \$170/month) in the property listing and other materials you and your realtor provide to prospective buyers. Dues cover snow removal, lawncare, insurance on the structure, and periodic driveway resealing, building exterior painting/staining (not including deck floors and steps), and shingle replacement (see the VPTA policy booklet for complete details).
3. **Share the VPTA policies and bylaws** with any prospective buyer who reaches the offer stage. These documents are downloadable as PDFs on the VPTA website at valleypond.org, in the section entitled Association Info.
4. **Notify your building representative when a purchase agreement is final**. It's helpful for the Board to know the closing date and buyer name(s), as well as a contact phone number and email address, so we can arrange to get them a policy booklet, add them to the association email list, and set up their dues payments as soon as possible upon move-in.

Questions?

- Residents: contact your building representative.
- Realtors: contact the association's realtor liaison, Janet Dale, at janetnjim@gmail.com or (715) 733-0599.

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