

Maple Root Ramblewood Corporation

2155 Nooseneck Hill Road Coventry, RI 02816

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SALES PROCESS FOR MRRC RESIDENTS

1. Notify the management office at least 10 days prior to listing your home for sale.
2. Management will make sure all homes are in accordance with the lease and give permission to list the home.
3. Please notify the management office of the listing realtor.
4. ALL signs MUST be placed in the window of the home, not on MRRC property.
5. Any potential buyer will need to fill out an application and return it to the realtor to submit to MRRC.
6. Only completed applications will be processed, must be accompanied by all the necessary paperwork.
7. Once the potential resident has been approved and a closing date has been set, either the homeowner or the realtor MUST notify MRRC of the closing attorney and closing date.
8. Any outstanding balances on your account will be collected at closing.
9. Please pass along your mail key to the buyers at closing, so they are not charged for a new copy.
10. Please call the management and supply your electric meter number from the back of your electric bill. This will help the new owner to transfer the electricity into their name.
11. Any home with an outside oil/kerosene tank must be brought up to code and placed the cement pad that MRRC has provided.

GOOD LUCK WITH YOUR SALE!!!