



Petit Crest Villas Owners' Association, Inc. at Big Canoe

P.O. Box 250, Marble Hill, Georgia 30148
Phone: 706-268-3600 Fax: 706-268-3710 www.petitcrestvillas.com

TRANSFER OF OWNERSHIP FORM

Document to be prepared by the prospective new owner.

The following information is required to complete the resort's transfer of ownership.

- This document must be completed and submitted to our office for **review, acknowledgement** and **acceptance** prior to any ownership transfers.
- Transfer Fee \$2,145.00.
- Legible copy of owner(s) Drivers License and Social Security Number for the person(s) responsible for payment of Annual Fees to the Association.

In an effort to curb our owners expenses, keep our current maintenance fees in a stable position and to prevent fraudulent transfers, Petit Crest Villas does not accept any transfer to business entities or charitable foundations. This includes all Donation Companies, Limited Liability Companies (LLC), Corporations (INC), General Partnerships of Limited Partnerships or any other Hybrid Corporations. Federal ID Number is not acceptable.

NEW OWNER INFORMATION

Villa # _____ Week # _____

Legal Name(s) to be listed on recorded deed; Joint Tenants with Rights of Survivorship

Mailing Address: _____

Physical Address: _____

City _____ State _____ Zip _____ County _____

Primary Owner Social Security # _____

Secondary Owner Social Security # _____

Name of Designated Representative: _____

Required for Multiple Owners (not required for husband/wife)

Phone Number for Designated Representative: _____

Petit Crest Villas Owners' Association, Inc., (706-268-3600) Annual Villa Expense (Maintenance/Real Estate Property Tax Assessment) for the Year 20__ will be \$_____ please call the Office at Petit Crest Villas. Annual Maintenance/Real Estate Property Tax Assessment is Due January 1st of each year. All fees due must be paid in full prior to transfer confirmation.

For questions or assistance with ownership transfer, please contact Jamie or Tammy at 706-268-3600. All fees due the Association must be paid in full prior to completion of transfer.

PCV Confirmation Transfer Number: _____

New Owner(s) Signature: _____

Date: _____ Phone: _____

Notice to all Buyers, Sellers, Closing Agents and or any other person involved with the purchase and/or Sale of Property at Petit Crest Villas Owners' Association, Inc.

Please note that any person with deeded ownership of property at Petit Crest Villas Owners' Association, Inc., is responsible for the Annual Maintenance/Real Estate Property Tax Assessment and it is mandatory in accordance with the Declaration of Condominium Covenants, Conditions & Restrictions of Petit Crest Villas Owners' Association, Inc.

The Annual Maintenance/Real Estate Property Tax Assessment is due and payable January 1st of each year. Fees are subject to change annually based on the proposed budget set by the Board of Directors for Petit Crest Villas Owners Association, Inc.

Please make your check payable to Petit Crest Villas Owners' Association, Inc., in the amount of \$_____ for 20__ Maintenance/Real Estate Property Tax Assessment. Note your Villa # and Week on your payment.

Submit your payment to:

Petit Crest Villas at Big Canoe
P.O. Box 250
Marble Hill, GA 30148

Owner(s) Signature
Signed, sealed and delivered in the presence of:

Date

Unofficial Witness

Notary Public

My Commission Expires: _____

Owner(s) Signature
Signed, sealed and delivered in the presence of:

Date

Unofficial Witness

Notary Public

My Commission Expires: _____