

# **Policy for Home Sales and Refinancing**

## **Las Casitas Homeowners' Association of Fremont, INC.**

It is the homeowner's responsibility to inform the Las Casitas Homeowners Association of Fremont, INC (HOA) of plans to refinance their mortgage or sell their home.

**Las Casitas Homeowners' Association cannot release any personal information to realtors or title companies without your express permission**

Please provide a statement giving your permission for the release of information to any entities related to your sale or refinance transaction. You may provide the release by regular mail:

Las Casitas Homeowners' Association, 2443 Abaca Way, Fremont, CA 94539

Or via email to: **board@lascasitas.org**

Homeowners' please provide the following for:

### **Refinancing**

- Loan agent's name and contact information and
- Name of Escrow Company, escrow officer, escrow # and contact information.

### **Home Sales Transactions**

- Name of Real Estate Company, real estate agent and contact information
- Name of Escrow Company, escrow officer, escrow # and contact information when available.

### **Inspection by the Architectural Control Committee (ACC) Requirement**

All properties are subject to inspection before refinancing or sale. The homeowners will be provided with a written inspection report listing deficiencies. Homeowners are required to rectify all deficiencies prior to refinancing or sale or place the required estimated cost into escrow to ensure compliance.

### **FEES:**

Sale of Home - \$75.00    Refinancing - \$25.00    These fees will be collected in escrow.

Completion of non-standard Lender's Questionnaires - \$50.00 per page.

All outstanding dues, penalties and interest due the Homeowners' Association, including fees required for non-compliance with Las Casitas Architectural Standard will be subtracted from proceeds and submitted to HOA..