



Leisure Village Association, Inc.

402 BRIDGEWATER DRIVE
RIDGE, NEW YORK 11961-1431

BOARD OF DIRECTORS
VILLAGE ADMINISTRATOR
(631) 744-0473
FAX (631) 744-2937

TREASURER'S OFFICE
(631) 744-1660
RECREATION OFFICE
(631) 744-0334
FAX (631) 744-0333

INSTRUCTIONS FOR GRANTING THE WAIVER OF LETTER OF RIGHT OF FIRST REFUSAL

INSTRUCTIONS FOR THE SELLER(S):

1. Give the condo OFFERING PLAN to the purchaser(s).
2. The **Blue Book must be returned to the Treasurer's office prior to the sale of the unit.** It will be given to the new owner when they come for their registration. The Blue book can be viewed on our website, www.leisurevillageli.com.
3. Please return your photo id and yellow guest badges to the Treasurer's Office prior to closing
4. A transfer fee of \$400.00 (due from seller) must be paid to Leisure Village Association, Inc. when the title of a unit is going to be conveyed to a new owner. **This fee must be paid BEFORE the letter of clearance is issued.**
5. Owners of "A" units agree to keep electric current to the Fire Alarm Panel in the "ON" position at all times. This also applies to unit's 237-B, 435-C, 460-B, 461-B and 483-D. In those units there is no panel in the "A" unit.
6. In order to obtain the necessary LETTER OF CLEARANCE, all paperwork **MUST** be completed, and a **VERIFICATION OF THE COMMON ELEMENTS IS REQUIRED.** Damage to or alteration to same (without prior authorization) must be restored at owner's expense. You must make arrangements with the Treasurer's Office (631)744-1660 for the inspection immediately upon entering into a legal "CONTRACT OF SALE".
7. **PLEASE NOTE: LEISURE VILLAGE ASSOCIATION NEEDS AT LEAST (15) FIFTEEN WORKING DAYS AFTER RECEIVING THE NOTICE OF OFFER AND INTENTION TO SELL BACK FROM YOU, to process your paperwork before you can set-up a closing date. There are no exceptions.**
8. Leisure Village Association requires a copy of your deed.
9. Leisure Village Association also requires a copy of your executed sales contract.

**BOARD OF DIRECTORS,
LEISURE VILLAGE ASSOCIATION INC.**

An Active Independent Adult Community!

LEISURE VILLAGE ASSOCIATION, INC.

NOTICE OF OFFER TO PURCHASE AND INTENTION TO SELL UNIT

I (We) have received an offer to purchase the following premises in Leisure Village.

PRESENT OWNER(S):	
UNIT ADDRESS:	CONDO TYPE:
PROPOSED PURCHASER(S):	
PRESENT ADDRESS:	
(INCLUDE STREET ADDRESS, CITY STATE, AND ZIP CODE)	

PURCHASE PRICE: \$ _____

Pursuant to Article VIII, Section 1. Of the By-Laws of this Condominium, I hereby offer to sell the above Unit, together with the undivided interest in the common elements appurtenant thereto, and request that you either notify me of your acceptance or issue a Certificate of Termination of Right of First Refusal, as Managing Agent of all Condominiums of Leisure Village.

UNIT OWNER(S): (SIGNATURE)
UNIT OWNER(S): (SIGNATURE)

State of New York
County of _____),ss

On the ____ day of _____ in the year _____ before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

(This portion signed by Leisure Village Board Member)

The Board of Directors of Leisure Village Association, Inc. hereby acknowledges notice of intention to sell the above premises and:

- Waives its right to purchase same and does hereby certify its termination of Right of First Refusal of this offer.
- Elects to purchase same.

DATE: _____

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Date: _____

Dear Seller,

This is to inform you that all the units at Leisure Village Association, Inc. are protected by Fire Alarms. Fire Alarm inspections are mandated by the Town of Brookhaven and are conducted twice a year. You must be present or make an arrangement for someone to be there on those days. The schedule of inspections done each month can be found in the monthly Leisure Topics Newsletter. It is your responsibility to check this calendar each month to watch for your unit's next inspection date. There is a penalty charge of \$100.00 for missed inspections.

Owners of "A" units must keep electric current to the Fire Alarm Panel in the "ON" position at all times and the electric must never be turned off to that panel. This also applies to units' 237-B, 435-C, 460-B, 461-B, and 483-D which house the Fire Alarm Panel because there is no panel in the "A" units in those Condos.

The next Fire Alarm Inspection for Unit _____ will take place in the month of _____. You can contact the Administration Office at 744-0473 to find out the exact date of the next inspection. Any questions you might have regarding fire alarms will be answered on this line.

I will comply with the above regulations to the best of my ability. Read and signed by:

Present Owner(s): _____ Date: _____
_____ Date: _____

Seller's forwarding address and phone number:

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February 23, 2022

Dear Seller,

Included is some important information you should be aware of prior to the sale of your home.

The insurance carrier for Leisure Village has found that some of the circuit breaker panels are quite outdated. There is a concern for safety, and we are highly recommending that anyone with a Federal Pacific panel, replace it. Replacement is at the homeowner's expense.

The Town of Brookhaven Fire Marshal has informed us that some units have outdated heat sensors that need replacement. This is the homeowner's responsibility. The cost of replacement is \$125.00 for the first and \$25.00 for each additional one. It will be determined upon our verification of common elements, which takes place prior to closing, or by our alarm inspection company if your unit needs any replacements.

The Town of Brookhaven is now requiring that each bedroom has a smoke detector. The smoke detector can be battery operated. This also is the homeowner's responsibility.

By signing this, you are acknowledging that you are in receipt of this information.

Resident Signature

Date

Resident Signature

Date

State of New York
County of _____),ss

On the ____ day of _____ in the year _____ before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

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SELLERS INFORMATION

Please provide current contact information:

Name: _____

Name: _____

Phone Number: _____

Email Address: _____

Attorney's Name & Number: _____

Attorney's Email: _____

Realtor's Name & Number: _____

Realtor's Email: _____

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