

**Berkshire Lakes Master Association, Inc.**

495 Belville Boulevard, Naples, Florida 34104

Tel: (239) 353-7633 Fax: (239) 353-3770

E-mail: [berkshirelakes@embarqmail.com](mailto:berkshirelakes@embarqmail.com) Website: [www.berkshirelakes.org](http://www.berkshirelakes.org)

**TRANSFER AGREEMENT**

Today's date: \_\_\_\_\_

Closing date: \_\_\_\_\_

**Party and Property Information:**

Realtor's name: \_\_\_\_\_ Realtor's address \_\_\_\_\_

Realtor's email: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

**Seller's Name:** \_\_\_\_\_

Property address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Seller's phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Purchaser's Last Name:** \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Co-Purchaser's name: \_\_\_\_\_

Purchaser's current address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Own ( ) Rent ( ) How Long: \_\_\_\_\_

Purchaser's mailing address (following closing): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Purchaser's telephone number(s): Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

Can Berkshire Lakes use your Email for communications? \_\_\_\_\_ Yes \_\_\_\_\_ No

Vehicle Make/Model: \_\_\_\_\_ Lic. # \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Make/Model: \_\_\_\_\_ Lic. # \_\_\_\_\_ State: \_\_\_\_\_

**Please provide two personal or business references:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Which Address do you wish to receive Master Association Mail? (Check One)

( ) Berkshire Lakes Residence ( ) Alternate address

Will you be leasing/renting your Berkshire Lakes property? \_\_\_\_\_ Yes \_\_\_\_\_ No

*(If Yes, you will need to complete the Notice of Rental Occupancy provided in the Rental Addendum)*

**Acknowledgements and Signatories** (Please read and initial each before signing)

I/We declare the foregoing information to be true and correct. I/We understand the transfer fee is non-refundable.

I/We have been given the Berkshire Lakes Master Association Covenants by my realtor or received at closing.

I/We am/are aware of and have read and agree to abide by the governing documents of the Association and acknowledge receipt of same.

I/We further acknowledge and agree that Berkshire Lakes Master Association has the right to impose fines and suspensions if I/We fail to abide by the Rules and Regulations and the right to seek injunctive relief under legal proceedings if I/We continue to violate the Rules and Regulations after a written warning from the Association. I/We understand and agree that the Association's Board of Directors has the right to determine if a violation has occurred, in its sole discretion.

BLMA Rules and Regulations Prohibits any TRUCK to be parked in the driveway overnight. They must be parked inside a closed garage or parked offsite.

**Submission:**

Please submit this signed Transfer Agreement, the first, second and last (signature page) of the Sales Contract and a check or money order in the amount of **\$125.00** payable to Berkshire Lakes Master Association. You may either mail or drop off the application in person to the Berkshire Lakes Master Association office located at 495 Belville Blvd., Naples, Florida 34104. **TRANSFER FEES ARE NON- REFUNDABLE**

Date: \_\_\_\_\_  
Purchaser's Signature

Date: \_\_\_\_\_  
Co-Purchaser's Signature

**DO NOT WRITE BELOW THIS LINE**

Transfer Agreement submitted and complete: Yes ( ) No ( )

Transfer fee (\$125) submitted: Yes ( ) No ( ) Check # \_\_\_\_\_ Cash \_\_\_\_\_

Copy of Sales Contract attached: Yes ( ) No ( )

Information verification completed by: \_\_\_\_\_