

**ADDENDUM TO AGREEMENT TO BUY AND SELL REAL ESTATE
(Document Stipulation – HOA Community)**

The lists in this addendum are merely samples of things you and the client might want. Each situation is unique, so be sure to create the list based on your circumstance.

This Addendum to Agreement to Buy and Sell Real Estate (hereinafter "Addendum") is entered into this ___ day of _____ 20__ by and between _____ (hereinafter "Buyer") and _____ (hereinafter "Seller").

The Seller shall, at Seller’s expense, furnish to the Buyer full and complete copies of the following items no later than _____ at 6:00pm:

Homeowner’s Association (HOA) items:

1. The governing Master Deed or Declaration of Restrictive Covenants and Restrictions (whichever is applicable).
2. The most recent annual HOA budget and HOA financial statement.
3. Minutes of the two (2) most recent annual HOA meetings
4. The “declarations page” of the Master Policy of the HOA.

Other Items:

5. Current tenant lease
6. Statement of the current tenant’s rent payments for the last 6 months.
7. Current rental management agreement (if the lease is managed)
8. Most recent survey (whether or not publicly recorded)
9. Owner’s title insurance policy
10. Proof of new HVAC installation in the form of _____
11. Proof of new roof/shingle installation in the form of _____

Access/Amenity Items:

At closing, the Seller shall, at Seller’s expense, furnish keys for all doors (including storage closets), access and security codes, mailbox keys, garage door openers, gate passes, pool passes (as applicable).

In Witness Whereof, the parties set their hands and seals:

BUYER:

SELLER:

Printed Name: _____

Printed Name: _____

Printed Name: _____

Printed Name: _____