



**COMMUNITY STANDARDS DEPARTMENT**

2 Texas Drive | Georgetown | Texas | 78633  
512-948-7460

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DATE: \_\_\_\_\_

RE: 2022 Estate and/or Moving Sale Request

TO: Homeowner's Name: \_\_\_\_\_

Homeowner's Address: \_\_\_\_\_

This letter documents the homeowner's request to have an estate or moving sale as authorized in Paragraph 2.1.(k) of Exhibit C of the Amended and Restated Declaration of Covenants, Conditions, and Restrictions (Dated August 6, 2009) which states:

*"Estate and moving sales. Garage sales, rummage sales, estate sales and moving sales are prohibited, except that a one-time estate or moving sales may be conducted after written application to and approval by the Covenants Committee; these sales shall be permitted only in the event a resident Owner has passed away or an Owner is required to relocate as a result of deteriorating health; the Owner holding the sale must confirm that the sale will be directed by a licensed, commercial estate sales agent, identify the agent, agree that the sale will be held entirely indoors so as not to disturb neighbors or cause an unsightly disturbance anywhere on the Lot, and describe what steps will be taken so as to not create hazardous traffic or congestion; directional signs are not permitted, but one Estate or Moving Sale sign will be permitted on the Lot on the day of the sale, as provided in Section 2.2 below."*

1. Planned Sale Date(s): \_\_\_\_\_

2. This sale is required to relocate due to the death of an Owner or as a result of deteriorating health.

\_\_\_\_\_ Yes      \_\_\_\_\_ No

3. Licensed, commercial Estate Sales Agent must direct the estate or moving sale:

Name:

\_\_\_\_\_  
Business Address:

\_\_\_\_\_  
Business Email Address:

\_\_\_\_\_  
Business Telephone Number:

\_\_\_\_\_  
Cellular Telephone Number:

\_\_\_\_\_

4. The homeowner and their Estate Sales agent agree that the sale will be held entirely indoors so as not to disturb neighbors or cause an unsightly disturbance anywhere on the homeowner's or the property of their neighbors.

Homeowner's Initials: \_\_\_\_\_ Estate Sales Agent's Initials: \_\_\_\_\_

5. Please list all actions that will be taken to prevent a hazardous traffic or congestion condition:

- \_\_\_\_\_ If approved, the sale will be held "by appointment only."
- \_\_\_\_\_ Parking will be limited to no more than two vehicles in the home's driveway and/or two vehicles parked in the street directly in front of the home.

6. Other actions to be taken to prevent hazardous traffic conditions, traffic congestion and to prevent an unsightly disturbance anywhere on the homeowner's or the property of their neighbors and the adjacent streets.

- \_\_\_\_\_ An estate sale company staff member must be on site to manage parking.
  - \_\_\_\_\_ All vehicles must be parked in the direction of traffic.
  - \_\_\_\_\_ Vehicles may not be parked in front of neighboring driveways, mailboxes, or fire hydrants.
- Other Actions:

7. Acknowledgement that directional signs on CA-owned or privately owned property is prohibited.

Homeowner's Initials: \_\_\_\_\_ Estate Sales Agent's Initials: \_\_\_\_\_

8. Acknowledgement that ***only*** one (1) Estate Sale or Moving Sale sign is only permitted on the day of the sale.

Homeowner's Initials: \_\_\_\_\_ Estate Sales Agent's Initials: \_\_\_\_\_

9. Acknowledgement that the address of the Estate Sale or Moving Sale may be published in printed or electronic media as long as only the dates and time for the sale are published. Potential customers must contact the estate sale company to obtain the address for the sale.

Homeowner's Initials: \_\_\_\_\_ Estate Sales Agent's Initials: \_\_\_\_\_

10. Acknowledgement that only items belonging to the resident for whom the estate or moving sale is approved will be offered, displayed, or shown at the sale. **ITEMS FROM OTHER PERSONS OR LOCATIONS ARE PROHIBITED.**

Printed Name of Homeowner/Agent:

\_\_\_\_\_

Homeowner/Agent Signature:

\_\_\_\_\_

Approved/ Not Approved.

\_\_\_\_\_

Carl E. Zimmerman, Jr., CMCA, AMS  
Community Standards Director  
Sun City Texas Community Association