



Dear Sunrise Cove Member:

At this time, Sunrise Cove @ Village West Resort does NOT currently have a resale program or neither do they buy and/or take back units back at this time, per board of directors and resort management. It is the Members responsibility to sell the timeshare if that member wants to end their ownership of their timeshare. Enclosed is some information with options for selling your timeshare unit that we hope will be helpful to you and/or your family. Please note that until the resort receives the proper papers in order to transfer ownership, the current Member of the said timeshare unit will be held responsible for the maintenance fees on that unit.

We understand that many changes occur in life and will try our best to assist you with providing information on selling your timeshare unit. Please be aware that some units will be more difficult to move than others, and maybe changing unit and/or week would be an option for your family to consider. Because our units are deeded property, resale would basically be the same as selling other Real Estate. Examples:

1. Use the private resort "for sale" list. This is done as a courtesy for the Members.
2. Contact a realtor,
3. Advertise in newspapers, craigslist, Facebook swap sites, online classifieds, etc.
4. Word of mouth with family and friends.

The resort does NOT currently endorse any resale company and/or lawyer who would charge you an upfront fee.

Enclosed are some additional options for selling your unit and the instructions to follow in order to complete the transfer of ownership when a buyer is found. Please note that your maintenance fees must be paid in full before a transfer of ownership can occur. If you have any questions, please contact us at 712-337-3223 ext. 250.

Sincerely,

Sunrise Cove Timeshare Association
Owner Services

Enclosures

OPTIONS FOR SELLING TIMESHARE UNIT

LOCAL REALTORS:

- Dowden-Hinn Realtors (712) 336-1240
- ReMax (712) 336-4967

DOING IT YOURSELF:

- Sellers list located at Village West Resort. Resort just connects the seller with the buyer. The member must complete the sale.
- Facebook swap sites, Craigslist, Ebay or other social media websites
- Okoboji.com
- Radio and/or television websites. Most have a free link where you can sell items. Examples: exploreokoboji.com or keloland.com.
- Newspapers such as Des Moines, Omaha, Sioux Falls and/or Minneapolis area papers.

RESALE COMPANIES/LAWYERS:

Listed are companies used by other members in selling their timeshares. Please contact them or their websites to learn more about their company, OR Google for more options. Since most will charge a substantial upfront fee, please make sure you do your research first to make sure they are a legit company. The resort currently does NOT endorse any of them.

- Timeshares by Owner. (954) 719-5778 or (888) 980-8069 ext. 404
www.timesharesbyowner.com
- Timeshare Closing Services
- Sunday Vacations
- Redweek.com

FOLLOW THESE STEPS TO TRANSFER OWNERSHIP:

1. Have a Warranty Deed, along with declaration of value and groundwater hazard statement if sales price is more than \$500, drawn transferring timeshare unit into the name of the new owner(s). **We recommend using a lawyer for this.** A name of local attorney's office is CHOZEN, BOSMA and ASSOCIATES. Their phone number is (712)336-8903 or email at admin@chozenlaw.com. They charge approximately \$200 and it can be done via mail for your convenience.
2. Have the Deed, Declaration of Value, and groundwater hazard statement recorded at the Dickinson County Recorder's office in Spirit Lake. You will need to call (712) 336-1495 for the recording fees.

Dickinson County Recorder
1802 Hill Ave Ste. 1500
Spirit Lake, Iowa 51360
3. A copy of the **recorded deed**, \$50 Administrative fee (no fee if deeded to another family member) along with enclosed sheet with the buyer name(s), phone number, address, and social security number(s) should be sent to the resort by the seller and/or buyer by one of the following ways:
 - a. Mail to Sunrise Cove, Attn: Roxanne, 20785 170th Street, Spirit Lake IA 51360,
 - b. Email to sales@villagewestresort.com
 - c. Fax to 712.337.0281.
4. RCI transfer – Contact RCI customer service at (800) 338-7777 for information on how to complete RCI membership transfer. The old owner and the new owner should agree this upon at the time of sale.
5. Once we receive this information, the transfer of ownership will then be completed. All maintenance fees must be paid in full before any changes can and will be made. **REMINDER:** The courthouse does **NOT** send the resort this information. It is up to either the seller or the buyer to make sure the required information is sent to the resort. If the required information is not received, the seller (or current owner) will be held responsible for all future maintenance fees until the change is made.
6. Any bonus time credits associated with the timeshare unit will automatically transfer with the unit to the new owner. If the seller has any additional remaining timeshare units, any credits associated with the sold unit can be transferred to a current account of the seller if agreed upon by both the seller and buyer. The resort must receive written notification, which is signed by both seller and buyer, of this at time of transfer.

**If you have any questions in regards to this matter, please call 712.337.3223 ext 875 Monday thru Friday 8-3 or email sales@villagewestresort.com.

Information for new Owner(s) of:

Unit: _____ **Week:** _____

***Name(s):** _____

***Address:** _____

***Phone #s: Home** _____

Cell _____

Work _____

***Social Security #:** _____

Email: _____

First Years Usage: _____

***required for transfer of ownership**



To Whom It May Concern:

Sunrise Cove Time-Share Association, Inc. is an Iowa non-profit corporation. The purpose of this entity is to operate and address association matters for owners of timeshares. The association's obligation is to make sure that common areas are insured and maintained and that annual fees and dues are paid timely, collected, and used for the betterment of everyone.

The purpose of the association is not to buy, sell, or make a market in timeshares. That would need to be done through other entities. We would warn you that there are some non-reputable entities that attempt to take fees from people to help a sale but never actually attempt to sell it. Whomever you decide to use make sure they are reputable.

If you have any questions, please feel free to contact us.

Sincerely,

Michael D. Hoepfner, Manager
Sunrise Cove Timeshare Association