

Requirements for purchase or sale of a home at Venetian Park Estates, Inc. (VPE):

According to the office of Atty Harlan R. Domber, PA, “because we are a ***Not-for-profit Membership Corporation***, with a resident-owned home owners association, you will need legal assistance to sell or purchase a home at VPE. This process has been in place since incorporation in 1988 and is binding whether you are working alone or using the services of a Real Estate Agent or Title Company.”

1. An “**Approval of Sale**” document must be sent to VPE’s office from a lawyer (*we recommend Atty Domber—see below*) or legal office requesting notarized proof that the Board of Directors at VPE has officially approved the potential Buyer as a new resident and member of the VPE non-profit corporation. **Approval** by the Board of Directors is contingent on a) an interview of the Buyer(s) and b) a background check which are the responsibility of the new Buyer. Once this step has been completed, the legal office will move on to number 2 below.

Documents required by the Buyer in the interview process are:

- a. ***Proof of age:*** a COPY of a photo ID (e.g., driver’s license or passport).
 - b. ***Social Security number***
 - c. ***A check*** in the amount of \$50.00 for Background Checks payable to Venetian Park Estates, Inc.
2. An “**Assignment of Proprietary Lease**” (*similar to a deed for the transfer of the cooperative parcel (land) upon which your new home sits*) must be sent to our office at VPE from a lawyer or legal office which, if approved, is signed by our Board of Directors. ***“Without this Proprietary Lease there is no ownership of the cooperative parcel, even if monies have been exchanged under a private contract”***, (Atty Harlan Domber, PA).
 3. **Mobile Home Transfer of Title:** Once steps 1 and 2 above have been completed, the legal office or lawyer will facilitate the paperwork for a “Mobile Home Transfer of Title” from the seller to the Buyer.
 4. **Membership Certificate:** **In the end**, Atty. Harlan Domber must have evidence of the following documents so that a ***new membership certificate*** in the cooperative association may be issued to you:
 - a. Copy of recorded cooperative association's Approval of Sale (see # 1 above);
 - b. Copy of recorded Assignment of Proprietary Lease (see # 2 above);
 - c. Evidence of completed transfer of mobile home title(s), either by copy/copies of the new registration receipt(s) or by copy/copies of the new mobile home certificate(s) of title (see # 3 above);
 - d. Seller's original membership certificate in Venetian Park Estates, Inc., for cancellation; and
 - e. Payment of Atty. Harlan Domber's membership certificate preparation & recording fee of \$100.00.

General Information:

1. **Rules & Regulations:** required to be in the home at all times. All new Owners / Members are responsible for knowing and applying all Rules & Regulations for themselves, guests and visitors.
2. **Voter’s Certificate:** Each home is allowed one vote on all issues impacting the general membership. Each home is asked to choose one person as ‘voter’ and submit a “Voter’s Certificate” to the VPE office which will be kept on record and used to verify all voting throughout the year.

Contact Information:

Lawyer recommended by Venetian Park Estates, Inc.

Venetian Park Estates, Inc. 8885 S. Tamiami Trail Sarasota, FL 34238 Tel: 941-966-4622 (Office Clerk is Tony)	Atty. Harlan R. Domber, PA. 3900 Clark Rd. Sarasota, FL 34233 (30+ years with VPE) Tel: (941) 923-9930
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