



Information for Community Members in listing their Cottage For Sale

Lake Louise Christian Community (LLCC) owns the property and leases the land upon which your cottage sits. Therefore, LLCC must consent to any sale and also approve the Buyers as new members to the community.

The following steps will assist you in making sure that your cottage sale and the transfer of the LLCC lease goes smoothly. This process is facilitated and monitored by the Executive Director. As has always been the case, lease transactions and new membership(s) are subject to the approval of the Board of Trustees.

1. Complete the attached Lake Louise Christian Community Cottage and Lease Interest For Sale form and immediately return to the LLCC Executive Director.
2. Inform your Realtor that Lake Louise Christian Community is the land owner. As the Lessor, LLCC enters into a 50 year lease for each approved building site. The LLCC Executive Director will work with you and your realtor in making sure each required approval is obtained **prior** to closing.
3. It is the Cottage Owner's responsibility to make sure that the property lines of your leased site have been established in accordance with LLCC policy and permanent concrete monuments have been set. The LLCC Executive Director or the Operations Director can confirm and assist with this process.
4. The Buyer(s) of your Cottage must apply to membership to the Community by completing and submitting the New Lessee Application Packet. Each adult that will be listed on the lease must complete this process.
5. If the Buyers will be financing the purchase, they must follow and complete the LLCC Loan Policy and Lien Agreement.
6. The Buyers must submit their Community Buy-In Fee to LLCC. This fee will be placed in a restricted escrow account until after closing.
7. The Buyers must submit the \$500.00 Lease Transaction fee to LLCC. Please refer to the LLCC Lease Transfer Policy & Process. All attorney fees incurred through this process will be invoiced to the new lease holders.
8. All current and future land and property taxes along with annual Cottager Assessment fees and Cottager Dues must be paid in full prior to closing and will be prorated for each party's responsibility in the closing process. The LLCC Executive Director will assist in establishing those amounts.
9. Please remember that LLCC policy prohibits the placing of "For Sale" signs anywhere on Lake Louise Christian Community property.

Contact the LLCC Executive Director at:

11037 Thumb Lake Road
Boyne Falls, MI 49713
231-549-2728

execdirector@lakelouisecommunity.org



LAKE LOUISE

A sanctuary empowering personal growth, faith, and knowledge within community.

Lake Louise Christian Community Cottage and Lease Interest for Sale

LLCC Building Site #

Listed Selling Price

Cottage Address

Cottager/Contact Name

Your Permanent Address

City

State

Zip Code

Phone Number

Email Address

Is your Cottage listed with a realtor?

YES

NO

If yes, please complete the contact information below.

Realty Firm

Realtor / Contact Name

Phone Number

Web Address for Electronic Listing

DISCLAIMER: Lake Louise Christian Community is interested in assisting our Cottagers *only* through the process of Membership and Lease transactions. LLCC, the Board of Trustees and/or the Executive Director are not functioning as an agent for the buyers or sellers in any fashion, and make no assurances or guarantees about the parties or properties involved. LLCC will not be a party to any sale efforts or negotiation.

Please return this form to:

Executive Director
Lake Louise Christian Community
11037 Thumb Lake Road
Boyne Falls, MI 49713