

# Resale Certificate/ Title Company Request For POA of Sunset Bay Dues Statement



POA of Sunset Bay | 149 Sunrise Dr., Rockport, TX 78382 | [info@sunsetbaypoa.org](mailto:info@sunsetbaypoa.org) | [www.sunsetbaypoa.org](http://www.sunsetbaypoa.org)

To request POA of Sunset Bay information and/or statements of property dues, please complete the following information and email this completed form to [info@sunsetbaypoa.org](mailto:info@sunsetbaypoa.org).

**For resale forms or information there is a \$100 Transfer Fee.**

**Buyer must be notified that NO construction/dirt work can begin on the property without POA approval**

We will not be able to complete forms without **complete buyer contact information**. Remittance Address for payments or fees: POA of Sunset Bay, 149 Sunrise Dr., Rockport, TX 78382.

Sunset Bay Property Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_ No. of Lots: \_\_\_\_\_

Seller's name: \_\_\_\_\_

Title Company Name and Address: \_\_\_\_\_

Title Company Contact Name and Phone: \_\_\_\_\_

Real Estate Agent & Company: \_\_\_\_\_

Real Estate Agent Contact Info: \_\_\_\_\_

## NEW OWNER (BUYER) INFO:

Buyer(s): \_\_\_\_\_

Buyer's Address: \_\_\_\_\_

Buyer's Phone No. (s): \_\_\_\_\_

Buyer's Email(s): \_\_\_\_\_

Secondary Email: \_\_\_\_\_ Closing Date: \_\_\_\_\_

**ASSESSMENTS ARE PAID ANNUALLY; ASSESSMENTS ARE DUE BY MARCH 1<sup>ST</sup> OF EACH YEAR.**

To Be Completed by POA of Sunset Bay Treasurer

Dues are current \_\_\_Yes \_\_\_No                      Dues are currently paid through (year) \_\_\_\_\_

Next due date: \_\_\_\_\_                      Amount due at that time: \$ \_\_\_\_\_

Amount Delinquent at this time: \_\_\_\_\_                      Transfer Fee: \$ \_\_\_\_\_

Special Assessments: \_\_\_\_\_                      Total Amount Due @closing: \$ \_\_\_\_\_

Completed by: \_\_\_\_\_, Treasurer                      Date: \_\_\_\_\_