

LEASEHOLD OFFERED FOR SALE

Date Posted: _____
Lease Number: _____
Physical Address: _____
Owner: _____

Price: \$ _____
For Sale By: Owner Agent:
Name of Agent/Seller: _____
Phone: _____

***Please do not contact owner if property is being handled by an agent.**

PROPERTY DESCRIPTION

Living Space: _____ sq. ft. Approx. Age of Home: _____
Lot Size: _____
Number of Bedrooms: _____ Bath(s): _____
Type Heat: _____ A/C: Yes No
On Sewer: Yes No

Lease Office Use Only **LEASE INFORMATION**

Type: Residential Commercial
Annual Lease Fee: _____
Conditions of Transfer: Buyer pays 4% transfer fee and cost of new survey

***RESIDENTIAL PROPERTIES MUST BE POSTED IN THE OFFICE OF LEASES AND COMMUNITY RELATIONS 30 DAYS BEFORE ELIGIBLE FOR TRANSFER.**

***COMMERCIAL PROPERTIES MUST BE POSTED IN THE OFFICE OF LEASES AND COMMUNITY RELATIONS 15 DAYS BEFORE ELIGIBLE FOR TRANSFER.**