

MSOA AND MST Sales Instructions

Welcome Agents/Title Company,

If you are selling a **Home** in Mill Site Owners Association (MSOA), please use form #1 below known as “Instructions for Home Sales at MSOA”

If you are selling a **Townhome** in Mill Site Townhomes (MST), please use form #2 below known as “Instructions for Townhome Sales at MST”

NOTE: MST has two HOA’S, MST and MSOA.

Please note the following changes to receive HOA Documents-

- 1) There is a Document fee of \$195 (non-refundable) that must be received along with the signed form to receive the HOA Document Link. Follow instructions on the form for payment.
- 2) There is A Transfer Fee of \$100 to be paid out of Escrow.
- 3) MSOA and MST now require three (3) months of dues to be paid out of Escrow.

Thank you!

MSOA and MST Board of Directors

MSOA Phone- 209-500-2000 Email- millwoodsinarold@gmail.com

MST Phone- 209-813-1403 Email- msthoa.manager@gmail.com

Mill Site Townhomes

PO Box 2896
Arnold, Ca 95223-2896
209-813-1403

INSTRUCTIONS FOR TOWNHOME SALES AT MILL SITE TOWNHOMES (MST)

- Mill Site Owners Association (MSOA) known as Mill Woods.
- All Sales at Mill Site Townhomes (MST) shall be known as part of MSOA.
- **There are (2) TWO HOA Dues (MST & MSOA) Both are required to be paid.**
- Mill Site Townhomes HOA is \$240 each month and/or \$2880 each year.
- Mill Site Owners Association HOA is \$100 each month and/or \$1200 each year.
- **MST is \$240. Per month. MSOA is \$100. Per month. Total of \$340. Per month**
- **Three (3) months of MST and MSOA dues will be paid out of escrow.**
- MST \$240 x 3 = \$720.00 and MSOA \$100 X 3 = \$300. Total of \$960.
- **A Transfer fee of \$100 to MSOA and to MST totaling \$200. will be paid out of Escrow.**

INSTRUCTIONS TO RECEIVE TWO (2) SEPARATE SETS OF HOA DOCUMENTS

- A Document fee of \$195 (non-refundable) for MSOA must be received along with this signed form to receive the HOA Document link. Please contact the MSOA Office to make your payment 209-500-2000
- A Document fee of \$195 (non-refundable) for MST must be received along with this signed form to receive the HOA Document Link. Please contact MST office to make your payment 209-813-1403
- HOA Document Fees total \$390.00

Please sign below to acknowledge that you have read and understand the above instructions.

Property address: _____

Buyer- Print _____ Sign _____ Date _____

Buyer- Print _____ Sign _____ Date _____

Seller- Print _____ Sign _____ Date _____

Seller- Print _____ Sign _____ Date _____

Listing Agent _____ Phone _____ Email _____

Title Company _____ Escrow # _____

NOTE: PAYMENT MUST BE RECEIVED FROM SELLER/AGENT AND THIS FORM SIGNED BY ALL PARTIES TO RECEIVE THE HOA DOCUMENT LINK. CONTACT MST OFFICE TO MAKE YOUR PAYMENT. EMAIL COMPLETED FORM TO msthoa.manager@gmail.com and millwoodsinarold@gmail.com

MILL SITE OWNERS ASSOCIATION

**PO Box 3365
Arnold, Ca 95223-3365
209-500-2000**

INSTRUCTIONS FOR HOME SALES AT MILL SITE OWNERS ASSOCIATION (MSOA)

- **Mill Site Owners Association (MSOA) known as Mill Woods**
- **Mill Site Owners Association HOA fee is \$100 each month and/or \$1200 each year.**
- **Three (3) months of MSOA dues will be paid out of Escrow - \$300.00**
- **A Transfer fee of 100.00 to Mill Site Owners Association will be paid out of Escrow.**

INSTRUCTIONS TO RECEIVE HOA DOCUMENTS

- **A Document Fee of \$195.00 (non-refundable) must be received along with this signed form to receive the HOA Document link. Please contact the MSOA Office to make your payment.
209-500-2000**

Please sign below to acknowledge that you have read and understand the above instructions.

Property Address _____

Buyer-Print _____ Sign _____ Date _____

Seller- Print _____ Sign _____ Date _____

Listing Agent _____ Phone _____ Email _____

Title Company _____ Escrow # _____

NOTE: PAYMENT MUST BE RECEIVED FROM SELLER/AGENT AND THIS FORM SIGNED BY ALL PARTIES TO RECEIVE THE HOA DOCUMENT LINK. PLEASE CONTACT THE MSOA OFFICE TO MAKE YOUR PAYMENT. EMAIL COMPLETED FORM TO millwoodsinarold@gmail.com

Thank you!

MSOA Board of Directors

EMAIL- millwoodsinarold@gmail.com