

**High Desert Residential Owners Association  
Estate Sale Policy  
&  
Authorization Form for Estate Sales**

**I. Authority**

This policy is adopted in accordance with Section III C, Paragraphs 3.16-f HDROA By-Laws, which set forth the general powers and duties of the Board of Directors with respect to the administration of the Association's affairs.

**II Rules and Procedures**

An estate sale, for our purposes, is defined as a sale to dispose of a substantial portion of the materials owned by a person who is recently deceased or who must dispose of their property to facilitate a move.

Estate sales are permitted for 2 consecutive days. Estate Sale signs may be posted the day before the sale and must be removed immediately after the sale is over. One sign may be posted at the village entrance and one sign posted in front of the home. Items for sale may not be placed outside the residence or displayed in open garages. All parking must be legal.

Approval of the Estate sale must be arranged with the High Desert Manager at least two weeks prior to the date of the sale. Approval must include documentation of the Property Owner's/ Designee's<sup>1</sup> acknowledgment of the rules and limitations for Estate Sales in High Desert. (See Authorization Form for Estate Sales.)

At least 10 days before the sale, the Association's Office Manager will notify the Compliance officer, the Security Contractor, and all Members of the affected Village who have provided valid email addresses.

**III Gated Villages**

The property management staff will be responsible for making sure the gates are opened at 9:00 a.m. and closed at 4:00 p.m. each day of an Estate Sale within the permitted consecutive 2-day rule.

Adopted by the Board of Directors on 21 February 2023

By \_\_\_\_\_,

---

<sup>1</sup> **Designee** is the person/organization managing the sale.

APPENDIX 1  
Supporting Document Requirements

**Authorization Form for Estate Sales**

ESTATE SALE AGREEMENT                      Today's Date: \_\_\_\_\_

Proposed Sale Date: \_\_\_\_\_ Village \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner: First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Property Phone Number: \_\_\_\_\_

Sale Date 1: \_\_\_\_\_ Start/End Time: \_\_\_\_\_

Sale Date 2: \_\_\_\_\_ Start/End Time: \_\_\_\_\_

The Designee is the person/organization managing the sale.

Information: Name \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address \_\_\_\_\_

By signing this agreement, the Property Owner/Designee of the property noted above agrees to the following:

1. Estate sale hours are limited to 9:00 a.m. through 4:00 p.m. unless otherwise designated by the village voting members. The sale may not be held on trash pick-up day.  
Initial \_\_\_\_\_
2. The entire sale is to be conducted within the confines of the home and closed garage.  
Initial \_\_\_\_\_
3. The traffic generated by potential sale patrons is to be controlled by the Property Owner/Designee. Parking is restricted to one side of the street and must not block any neighboring driveway. No parking is allowed within 15 feet of a fire hydrant or the mailboxes. Initial \_\_\_\_\_
4. Estate Sale signs advertising the sale may be posted at the village entrance and the home. They may be posted the day before the sale and must be removed at the close of the sale.  
Initial \_\_\_\_\_
5. Gated Villages only: The Property Owner/Designee must abide by any village-specific estate sale regulation including, but not limited to gate access procedures. Initial \_\_\_\_\_
6. Property Owner/Designee agrees to immediately terminate the sale and remove all signs if directed to by the Compliance Officer. Initial \_\_\_\_\_
7. The Property Owner/Designee must take responsibility for additional costs.  
Initial \_\_\_\_\_