



Real Estate Agent's Guidelines for Selling at Marina Towers

- Open houses are allowed, but only to the extent that all guests must be escorted by the agent into and out of the building. Also seven days advance notice, in writing, must be submitted to the Management Office.

- The unit owner of the apartment being sold must arrange permission to enter the apartment in his or her absence. A form for allowing this is available in the management office.

- Prior to closing, the management office should be provided with the following:

- 1.)Name and address of purchaser
- 2.)Proposed closing date
- 3.)Address to which notices should be sent
- 4.)\$75 fee for paid assessment letter
- 5.)Signed receipt for the MTCA Rules and Regs