



The Wilds Homeowners Association NPC

Company Registration No: 2003/008761/08

THE WILDS ESTATE PROPERTY SALES & CLEARANCE PROCESS

- ❖ **The purpose of this letter is to inform all parties of the processes followed by: The Wilds HOA Aesthetics Committee.**
1. The HOA Aesthetics Committee requires from the seller or the person requesting Clearance for a transfer to take place – Approved Tshwane building plans and the relevant Occupancy certificate for an inspection to take place. These documents can be delivered to the HOA office at the Clubhouse during office hours: Monday – Friday 07:00 – 16:00
 2. An inspection fee will be added to the sellers MidCity levy account: Current cost: R1000,00 for Full Title Homes and R500,00 for a Sectional-Title-Unit.
 3. A transfer of a property will take place if:
 - a. The HOA office receives copies of the approved Tshwane building plans and the relevant occupancy certificate followed by a successful inspection. To obtain a successful inspection point 6 will be applicable.
 - b. All outstanding debt to be paid in full.
 4. Owners making use of a Property Practitioner must ensure that the Practitioner/Agent is registered with the HOA and should ensure that point 1 is in order before the property is marketed to avoid a delay in the transfer process. Point 1 also apply to owners who sell their property privately.
 5. Clearance figures will not be released for the transfer to continue if point 3 is not in order.
 6. If, the approved Tshwane building plans do not match the property, clearance will not be given. A guideline is available on our website: www.the-wilds.co.za - view the heading Aesthetics: Guidelines to submit amended or new plans. MidCity will be notified after an inspection took place to inform the transfer attorney of the progress even if there is a delay. The HOA's communication line is with the owner and MidCity.
 7. Options should there be a delay: The Wilds HOA has an Agreement in place subject to the below:
 - 7.1 The HOA agreement will not be an option if a previous agreement was signed,
 - 7.2 Guidelines to submit amended plans to be followed -as mentioned in point 6. A copy of the plan submission receipt - as mentioned in point 9 of the Guidelines must be submitted to the HOA office, only then will an HOA agreement apply.
 - 7.3 Kindly note: HOA approval is subject to Tshwane approval.
 - 7.4 All the parties to agree by signing the HOA agreement.
 8. If the parties do not agree to the HOA agreement, the HOA management will wait until we receive copies of the approved amended Tshwane building plans, and the new Occupancy Certificate before clearance figures will be released for the transfer to continue.

Kind regards
HOA Estate Management