

# Friendly Valley Recreational Association, Inc

19345 Avenue of the Oaks  
Newhall, CA 91321

Phone (661) 252-3223  
Fax (661) 252-7501

**Friendly Valley is NOT affiliated with any realtor or realty agency and does not provide realtor referrals.**

## **SELLER, REALTOR, BUYER AND ESCROW INFORMATION**

In order to expedite the purchase of a condominium in Friendly Valley, realtors and prospective buyers will need to comply with the following:

**SELLERS – PER YOUR CC&Rs PLEASE CONTACT THE FRIENDLY VALLEY BUSINESS OFFICE TO INFORM THEM YOU ARE SELLING YOUR PROPERTY AND THE NAME OF YOUR REALTOR.**

### **REALTORS NO ONE IS ALLOWED TO MOVE IN PRIOR TO CLOSING & RECORDING OF ESCROW**

- **Have a listing**: please have your seller add your name to their guest list to efficiently handle the listing.
- **View or preview a property**: you are required to submit a business card with the destination address(es) noted to gain entry. Business card will be kept by Security.
- **Bringing a client**: You MUST REMAIN with your clients at all times while in Friendly Valley. If arriving separately, realtors/clients are to park and wait for the other before approaching the gate.
- **Open houses** are not permitted and units are to be shown by appointment only.
- **Carports**: Carports in Associations 1 and 2 are the property of the owner and are noted in the legal description of the property. Carports in all other Associations are assigned parking.
- Have questions regarding the purchase of a condominium, please contact the Friendly Valley Business Office Monday through Friday between 8:30 am and 5:00 pm at (661)252-3223.
- Buyer should not be given keys to the property prior to the closed escrow and recorded documents.
- Realtors if you have Inspectors and workers needing access to the property call the Friendly Valley Security at (661) 252-2666 with the full name, company name and dates access is required.



**BUYERS      *NO ONE IS ALLOWED TO MOVE IN PRIOR TO CLOSING & RECORDING OF ESCROW***

- Visits to your future residence: you **MUST** be accompanied by your Real Estate agent at ALL times.
- Remodeling: You may not proceed with any activities that may give the impression you are moving into a future residence or remodeling **before the close of escrow.**

**ESCROW INFORMATION**

**REALTOR      *NO ONE IS ALLOWED TO MOVE IN PRIOR TO CLOSING & RECORDING OF ESCROW***

- ❖ New buyer packets are prepared upon notification from the Escrow Company that escrow has opened. The Escrow Company needs to provide Friendly Valley Business Office with the name of the buyer(s) and estimated closing date in order for the documents to be prepared.
- ❖ Seller is required to pay for the New Buyer's Packet (\$150) upfront before the packet is picked up by the buyer.

**BUYER      *NO ONE IS ALLOWED TO MOVE IN PRIOR TO CLOSING & RECORDING OF ESCROW***

- ❖ Pick up your documents from the Friendly Valley Business Office within 5 business days after opening escrow. The paperwork is required by Friendly Valley and the State of California. To have sufficient time to become acquainted with the Rules and Regulations, CC&Rs, By-Laws, policies and procedures, buyers must have these documents at least 3 days before the orientation/interview.
- ❖ Call the Association Board Member, whose name and number are provided in the above mentioned packet, to schedule an orientation/interview. The orientation/interview is to become aware of the rules and regulations of the Association. Your valid ID is required as the Country Club Agreement will be notarized at that time.
- ❖ If children are buying for the parent(s) additional paperwork is required and all owners and residents are required to participate in the orientation/interview. If a parent is going to be the resident and not on the deed, the property is considered a non-owner occupied or rental property. All but one Association has rental limits and most have a waiting list. There are also additional fees for both associates and rentals.

**PLEASE NOTE: *NO ONE IS ALLOWED TO MOVE IN PRIOR TO CLOSING & RECORDING OF ESCROW***



- ❖ Fees associated with purchasing a property in Friendly Valley: Realtors or current owners need to inform prospective buyers of the following fees, which are usually deducted from escrow funds:
  - Country Club initiation fee of **\$3,000** for up to 2 buyers/residents (note increase for 2015)
    - ◆ Additional \$400 per buyer/resident
  - Document fee **\$150**
  - Gate card deposit of **\$30**
  - HOA Certification Fee of \$125 if required from lender
  - Transfer fees vary from Association to Association, check with the Business office
  - First month's assessment
  - More than 2 residents - At least \$10 additional per month per additional resident
- 1. The escrow paperwork, HOA Certification, and Escrow demand are completed by the Friendly Valley Business Office personnel in a timely manner upon receipt from the Escrow Company or lender.
- 2. All buyers are required to sign the Country Club Agreement, signatures will be notarized (valid ID required).
- 3. Gate card deposits are not waived; gate cards stay with the unit. Prior to the close of escrow, all gate cards and badges are to be returned to the Friendly Valley Business Office by the seller or seller's agent. Gate cards are not to be given directly to Buyer's Agent or the Buyer. If gate cards are not returned, deposits will be forfeited and the Business Office will issue new cards. Non-resident owners do not receive gate cards or badges, only the person(s) residing in the unit have privileges, and only after they have moved in and become an official resident of Friendly Valley.
- 4. The Escrow Company is required to notify the Friendly Valley Office by email when escrow closes; after 5:00 pm or weekend, Friendly Valley Security should be notified. Since this is a secured property, Security needs to know which property has closed and who is to be allowed through the gate. If the Realtor learns of the closing after close of business on a Friday, they should notify the Security Office and follow-up with written documentation by email.

The escrow company may send an e-mail regarding recorded escrow closings to the following individuals. If after 5:00 pm, notify the Security Office by phone at 661-252-2202.

Lynn Frei [lfrei@scv-friendlyvalley.com](mailto:lfrei@scv-friendlyvalley.com) or Linda Radtke [lradtke@scv-friendlyvalley.com](mailto:lradtke@scv-friendlyvalley.com)

**ESCROW CLOSED AFTER 5:PM**

**PLEASE NOTIFY**

Security Office

[friendlyvalleysecurity@scv-friendlyvalley.com](mailto:friendlyvalleysecurity@scv-friendlyvalley.com)



## Association Information

As of January 2016

**Fees are subject to change, be sure to confirm**

<u>ASSN #</u>	<u>HOA DUES</u>	<u>TRANSFER FEE</u>	<u>RENTER FEE</u>	<u>PETS</u>	<u>BASIC CABLE</u>	<u>WASTE</u>
1	346.00	300.00	100.00	1 - limit 35lbs	included	included
2	290.00	300.00	50.00	1 - limit 20lbs	included	included
3	270.00	400.00	50.00	2 - limit 30lbs	included	included
4	340.00	500.00	100.00	1 - limit 40lbs	included	included
5	430.00	500.00	100.00	2 - limit 30lbs	included	included
6	405.00	550.00	100.00	1 dog + 1 40lbs	included	included
6A	400.00	700.00	100.00	1 - limit 25lbs	included	included
*6BC	375.00	750.00	100.00	1	included	included
7	343.00	600.00	50.00	2 (20" max) birds free	included	included
8	412.00	400.00	50.00	1	included	included
*9	328.00	300.00	25.00	no restrictions	included	included
10	385.00	500.00	50.00	1 - limit 20lbs	included	included
11	375.00	500.00	100.00	2	included	included

All associations are named Friendly Village Community Association, Inc. followed by their # except \*

Those 2 associations are named Friend Village Association, Inc. followed by their #



**FRIENDLY VALLEY COUNTRY CLUB**  
 19345 Avenue of the Oaks  
 Newhall, California 91321  
 (661) 252-3223

**STREET INDEX / ASSN. NUMBERS**

- Anzel Circle - 9
- Avenue of the Oaks - Main E-W street
- Brendle Way - 7-1(A)
- Cardwick Circle - 7-1(A)
- Caston Court - 11
- Circle Knoll - 5-2(B)
- Circle of the Oaks - 3
- Eleven Court - 11
- Fairway Circle - 5-1(A)
- Flowers Court - 4
- Foxglove Court - 11
- Friendly Valley Parkway - Main entrance
- Green Terrace Drive - 5-2(B)
- Honorine Court - 11
- Long Oak Drive - 5-2(B)
- Mallow Court - 11
- Mesa of the Oaks - 7-1(A)
- North Avenue of the Oaks - 3
- Oak Branch - 4
- Oak Crossing - 1, 2, 4
- Oak Garden - 4
- Oak Highland - 5-1(A), 6-2(B), 6-3(c), 7-2(B)
- Oak Plain - 5-1(A), 6, 6-1(A)
- Oak Plaza - 4
- Oak Pluma Court - 4
- Oakspur Drive - 6-2(B)
- Papazian Court - 11
- Rugosa Court - 11
- Spanish Oak Drive - 6
- Whispering Leaves 1, 2
- Winsome Circle - 4
- BBQ Picnic Area
- Gathering Place
- Junior Place

Office=Business Office,  
 Hobby Rooms, Annex  
 Clubhouse=Auditorium, Library,  
 Card Rooms

