



OPERATING POLICY

POLICY TITLE: TRANSFER FEES FOR CHANGES OF LOT OWNERSHIP					
SECTION	FISCAL MANAGEMENT	NUMBER	3.4.2	DATE	08/17/2017
REPLACES POLICY NUMBER: 3.4.1		TITLE: TRANSFER FEES			
DATE ADOPTED:					
DATE REVISED: 7/21/08, 7/14/11, 2/18/16					
CROSS REFERENCES:					
APPROVED:					
<i>Lillian Proctor</i> GENERAL MANAGER		8/17/17 DATE			
<i>Ronald Denney</i> SVRA CHAIRPERSON		9/19/17 DATE			

Effective October 1, 2017, The fee for processing property ownership transfers of SVRA lots will be \$500.00. This policy will be valid for any properties recorded after the effective date.

A copy of the recorded deed/transfer document is to be provided to SVRA together with the current contact information of the new owners of record.