



FirstService Residential
(732) 728-9690



Memorandum

August 7, 2025

TO: shannon@ajbillig.com
FR: Resale and Lender Processing Department
RE: Important Information Regarding Transfer of Title to New Owners

Attached is the completed Certificate you recently requested from FirstService Residential. Please review it carefully.

An updated resale certificate is required to be ordered two (2) days prior to Settlement. If an updated resale certificate is not requested, and there is a balance due on the seller's account, the settlement agent will be responsible for these fees.

1 update(s) may be obtained within 90 days of the original order date at no additional charge. If an update is requested after 90 days or additional updates are required, a processing fee will apply. No updates will be issued after 180 days of the original order date. To order an update please login to your account at <http://secure.welcomelink.com/resale/mg/ww> and access "My Orders" to request the update.

PLEASE NOTE: Verbal updates will not be provided; please do not request them.

IMPORTANT: Our goal is to process closing paperwork as quickly and efficiently as possible. Following these instructions will allow this transfer to be a smooth process for both buyer and seller. The following items are **required** to be returned to the address noted below within two (2) business days of the closing:

21 Christopher Way Eatontown, NJ 07724

1. The complete signed original Resale Certificate(3407/5407)
2. A copy of the HUD1, ALTA or Settlement Statement
3. The completed Remittance Page
4. Monies Due (Separate checks for each item- must be certified funds, Title Company or Attorney Check)
5. Completed Census Form (if included in the package)
6. Age Verification (if applicable to the Association)

Be sure to submit separate checks for all monies due, as noted on the Resale Certificate. If separate checks are not received, the improper payment will be returned and separate checks will be requested. This will delay the transfer process.

Please ensure that all parties attending settlement understand the importance of promptly completing and forwarding to us the items requested above. Timely completion of this process is necessary for: 1) accurate billing to the new owner; 2) accurate and timely mailing of important communications from the Association's Board of Directors to the new owners; and 3) establishment of the new owner's access to Association Facilities.

In addition, please note that issuance of this is contingent upon full payment of all processing fees associated with this transfer. If any payment submitted is not honored, the Certificate will be invalid.

As always, we appreciate the opportunity to serve you. If you have questions regarding your Resale & Lending Documents, please contact the Resale and Lender Processing Department at (732) 728-9690.

Thank you in advance for your cooperation!

FirstService Residential



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(732) 728-9690



Resale Certificate

WW-B39704

English Country Manor II
This certificate has been prepared on August 7, 2025
on behalf of Ethel Hipley, owner(s) of
294E Canterbury Rd, Bel Air, MD 21014
Purchaser is Auction - Tbd

The Maryland Condominium Act, **Section 11-135(a)**, refers to specific information and statements to be obtained from the council of unit owners and provided to the purchaser prior to the contract date of disposition. This Certificate for Condominium Resale is in response to those specific requirements.

This Certificate is valid for sixty days from the date of issuance.

Any unit owner, either as seller or purchaser, should review carefully this Certificate for Condominium Resale and all attached documents. Please consult with your real estate agent or attorney pertaining to any specific questions or concerns.

SECTION 11-135.(a) of the Maryland Condominium Act requires that the purchaser be furnished with a copy of the declaration (other than the plats), the bylaws and the rules or regulations of the condominium:

See enclosed documents.

SECTION 11-135.(a) of the Maryland Condominium Act also requires that the purchaser be furnished with a certificate containing the following information:

(i) A statement disclosing the effect on the proposed conveyance of any right of first refusal or other restraint on the free alienability of the unit other than any restraint created by the unit owner:

THE CONDOMINIUM INSTRUMENTS DO NOT CREATE ANY RIGHTS OF FIRST REFUSAL OR OTHER RESTRAINTS PER SE ON FREE ALIENABILITY OF THE CONDOMINIUM UNITS. HOWEVER, THE COVENANTS, CONDITIONS AND RULES/REGULATIONS SET FORTH IN THE GOVERNING DOCUMENTS DO IMPOSE CERTAIN RESTRICTIONS THAT ARE BINDING ON ALL CONDOMINIUM OWNERS AND OCCUPANTS. THESE SHOULD BE REVIEWED AND UNDERSTOOD BY ALL SUCCESSORS IN TITLE TO CONDOMINIUM UNITS.

(ii) A statement setting forth the amount of the common expense assessment and any unpaid common expense or special assessment adopted by the council of unit owners that is due and payable from the selling unit owner:

Fees payable to English Country Manor II. Separate checks are required for each line item - must be certified funds.

Balance for account 2779-E2CANT-294E-01 through 08/06/2025

\$0.00

Balance includes August 2025 dues.

The above amount due is at the time of preparation of this certificate. Additional fees may be assessed to the account between the above date and the date of settlement. You are required to obtain an update no later than 2 (two) days prior to settlement. If an updated resale certificate is not requested, and there is a balance due on the seller's account, the settlement agent may be responsible to the association, seller, or buyer for these fees as permitted by state law.

Please note: No refunds or credits will be issued by FirstService Residential. Any adjustment to the maintenance account must be made between the buyer and seller at closing.

**** ALL SELLERS WHO ARE CURRENTLY PARTICIPATING IN THE AUTOMATIC PAYMENT EITHER WITH CLICKPAY OR YOUR PERSONAL BANK FOR THE PAYMENT OF MAINTENANCE/ASSOCIATION FEES MUST LOG INTO THEIR ACCOUNT TO TERMINATE AUTOMATIC PAYMENTS FOLLOWING SETTLEMENT.****



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Resale Certificate (continued)

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(iii) A statement of any other fees payable by the unit owners to the council of unit owners.

Fees due from Buyer

Fees payable to English Country Manor II. Separate checks are required for each line item - must be certified funds.

Prepayment of 2 months Assessments: \$740.00

THE FOLLOWING ITEMS ARE REQUIRED TO BE RETURNED TO THE ADDRESS NOTED BELOW WITHIN TWO (2) BUSINESS DAYS OF THE CLOSING:

1. The complete signed original Resale Certificate(3407/5407)
2. A copy of the HUD1, ALTA or Settlement Statement
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4. Monies Due (Separate checks for each item- must be certified funds, Title Company or Attorney Check)
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21 Christopher Way Eatontown, NJ 07724

Assessment Information

Assessment: **\$370.00 due Monthly on the 1st day of the payment period**

Additional Fee: **\$0.00 due Monthly on the 1st day of the payment period
(Parking (when applicable))**

Late Charge: **\$50.00 and/or 15%% will be attached to any assessment received 15 day(s) after due date**

Monthly assessments will accrue at the amount stated above, subject to change in any new budget adopted, and are due payable by the Selling Unit Owner until conveyance of the Selling Unit.

(iv) A statement of any capital expenditures approved by the council of unit owners planned at the time of the conveyance which are not reflected in the current operating budget disclosed under subparagraph (vi) of this item:

Listed are the capital expenditures anticipated within the current fiscal year: None

Listed are the capital expenditures anticipated within the two next succeeding fiscal years: None

(v) The most recent regularly prepared balance sheet and income expense statement, if any, of the condominium.

See enclosed Financial Statements.



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- (vi) The current operating budget of the condominium including the current reserve study report, a statement of the status and amount of any reserve or replacement fund, or a statement that there is no reserve fund.

The amount of the association's reserve fund as of the beginning of the current quarter is: \$305,991

- (vii) A statement of any unsatisfied judgments or pending lawsuits to which the council of unit owners is a party, excluding assessment collection suits:

Unless indicated below, there are no pending suits or judgments other than delinquent account collection cases. Delinquent homeowners' accounts are in various stages of legal action, including but not limited to demand letters, liens, acceleration of assessments, lawsuits or foreclosure. The accounts receivable listing of the council of unit owners is reflective of the past due accounts as of a specific date, and are subject to change. Whether the accounts receivable listing is of a material impact on the association or the units owners is a subjective issue. Any unit owner or prospective purchaser may inquire with the Association or management agent for more details.

There are no current legal judgments or suits pending with the association. The same should be verified through review of the title search documents, as to judgments and consultation with the Association's attorney as to any pending, concluded or imminent law suits.

- (viii) A statement generally describing any insurance policies provided for the benefit of unit owners, a notice that copies of the policy are available for inspection, stating the location at which the copies are available, and a notice that the terms of the policy prevail over the description:

The council of unit owners maintains property and liability coverage for all common element property. Unit owners shall obtain individual coverage for their personal property and liability. Copies of the Association's policies are available for inspection as follows:

Insurance Company: **Schoenfeld Insurance Associates, Inc.**
Agent: **Schoenfeld Insurance Associates, Inc.**
Phone: **(410) 602-2000**
Fax: **(410) 602-1160**

MEMBERS SHALL OBTAIN THEIR OWN INSURANCE COVERAGE ON THEIR UNITS.

The terms of the policies prevail over the above description.



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- (ix) The following is a statement as to whether the council of unit owners has knowledge that any alteration or improvement to the unit or to the limited common elements assigned to the unit violates any provision of the declaration, bylaws, or rules or regulations:

Common Area: Items Not Permitted in Common Area

Created: 08/07/2025

(Please remove the windchime and flowerpot from the common area outside of condo unit E. Unless specific portions of the Common Element are designated by the Board of Directors (Board) for such purpose, no portion of the Common Element shall be used for the storage or placement of furniture or any other article, including but not limited to, boxes, shopping carts, and the like.)

Please be advised that if the unit is sold and is not in compliance with the association's governing documents, the buyer assumes the responsibility for an existing violation(s) known or unknown to the association.

Common Area: Items Not Permitted in Common Area

Created: 08/07/2025

(Please remove the letter "E" that was installed on the common area wall outside of the entry door. Unless specific portions of the Common Element are designated by the Board of Directors (Board) for such purpose, no portion of the Common Element shall be used for the storage or placement of furniture or any other article, including but not limited to, boxes, shopping carts, and the like.)

Please be advised that if the unit is sold and is not in compliance with the association's governing documents, the buyer assumes the responsibility for an existing violation(s) known or unknown to the association.

- (x) A statement as to whether the council of unit owners has actual knowledge of any violation of the health or building codes with respect to the common elements of the condominium:

There are none known to the association.

- (xi) A description of any recreational or other facilities which are to be used by the unit owners or maintained by them or the council of unit owners, and a statement as to whether or not they are to be a part of the common elements:

| | |
|-------------------|--|
| Clubhouse(s): | 1 - 600 Squire Ln |
| Swimming Pool(s): | 1 - 600 Squire Ln |
| Tennis Court(s): | 0 |
| Playground(s): | clubhouse pool outdoor seating areas |
| Other Amenities: | Pool, clubhouse, car wash area, common seating areas |



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In addition to the information contained herein and attached hereto, to fulfill the requirements of the resale contract, you will need a statement by the unit owner(s) as to knowledge of the following:

- (i) That any alteration to the unit or the limited common elements assigned to the unit violate any provisions of the declaration, by-laws or rules and regulations;
- (ii) Of any violation of the health or building codes with respect to the unit or the limited common elements assigned to the unit; and
- (iii) That the unit is subject to an extended lease under § 11-137 of this title or under local law, and if so, a copy of the lease must be provided; and
- (iv) Of the presence of asbestos in the unit, including a description of the location of the asbestos, and whether abatement has been performed in the unit during the occupancy of the owner; and
- (v) A written notice of the unit owner's responsibility for the council of unit owners' property insurance deductible and the amount of the deductible.

Additional Information

The Dues/Recurring Assessment listed above is for the current fiscal year. Fees are subject to change as new budgets are finalized and/or special assessments are approved.

This disclosure packet was prepared by the Association on 08/07/2025.

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Return Form

Buyer(s) Name(s): _____
Buyer Phone: _____
Buyer Email Address: _____

Buyer, please provide the following information regarding insurance policy.

Insurance Agent: _____ Agent Phone Number: _____

Policy Number: _____ Renew Date: _____

If your address is different from the purchase address above, please note below.

Address: _____

City, State Zip: _____

Purchaser acknowledges receipt of the Resale Certificate and relevant Governing Documents, which include the Declarations/Mater Deed, Bylaws, Rules and Regulations, applicable to the unit property. If documents are lost or misplaced, please contact the community manager to see how they may be replaced. Purchaser should contact the community manager directly with regard to new or proposed resolutions, rule changes or governing document changes.

Purchaser understands and agrees that the Association will levy all assessments against the premises to be paid monthly/quarterly/semiannually/annually by the purchaser, commencing from the closing date, to cover all costs of ownership and common area property maintenance.

Purchaser acknowledges the need to undertake final verification with the Title Company and Association just prior to the closing and the prudence of seeking advice of independent legal counsel.

The Unit is/is not subject to an extended lease under section 11-137 of the real Property Article of the Annotated Code of Maryland or under local law, and if so, a copy of the lease must be provided. You will have the right to cancel this contract without penalty, at any time within 7 day of following delivery to you of all of this information. However, once the sale is closed, your right to cancel the contract is terminated.

Purchaser's Signature: _____ Settlement Date: _____

Seller's Future Address (required, in case of refund):

Seller's Signature: _____ Settlement Date: _____



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