



Dates to Remember

- Nov 9th -Water Reservoir Cleaning begins
- Nov 11th- Remembrance Day
- Nov 26th -Tree Lighting Ceremony



Shorter Days and Colder Temps

We hope everyone has enjoyed the fall season so far. With the days growing shorter, we are busy making preparations for colder weather and snow and we know you are too! Don't hesitate to reach out to the office if you have any questions about fall/winter maintenance, snow removal, or other items.

With the cooler weather, we've seen increasing COVID cases and new focus on staying healthy and safe. We'll continue to keep our hand-washing and physical distancing and will let you know if there are any changes to our office hours or procedures in the coming weeks. We are encouraging all of our staff and residents to get the flu shot and to download the **COVID Alert** mobile app to receive alerts, information and instructions related to COVID (search "COVID Alert App" online for more details).

Thank you for all you've done so far. Please continue to keep your social circles small, and refer to the local Health Unit for the most up-to-date COVID information.

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

 Sandycove yard waste pickup



Remembrance Day

Lest We Forget

On Wednesday, November 11, please join us in observing 2 minutes of silence at 11:11am.

Sincerely,
Mirka Rollason, Regional Manager, Central West

Selling Your Home in a Land Lease Community

If you are selling your home, there are some important steps to know to ensure your lease agreement is appropriately transferred to your home's buyer. To make the process easier to understand, below is a step-by-step guide to lease assignments.

1. Before you start the selling process, it's important to notify the community office. We will walk you through the process and ensure the process is as smooth as possible for you and your real estate agent. Please note that your real estate agent might not be familiar with the land lease transfer portion of the process, so we encourage you and your real estate agent to always work with us first to avoid any delays.
2. Before your home is listed, we come out to do an inspection of the yard and home's exterior to ensure any deficiencies are addressed before your home is listed. Addressing these concerns will also undoubtedly improve the salability of your home.
3. Prior to accepting or finalizing an offer to buy your home, Parkbridge will need to review and approve any new, potential lease holders. Once the offer to buy your home has been agreed upon, you will need to provide a written "Assignment of Lease" form to your community office. This letter is signed and dated by you, the home seller.

Maintenance Updates

- Nov 9th week-Water reservoir cleaning- there will be robocall reminders sent to you on this. There will be a precautionary boil water notice for a few days this week
- Winter season letter will be mailed along with tax letters, but it has been attached to this due to the delay also.
- Babcock will be doing leaf cleanup on our common roads before snow season starts.



4. Within seven days of receiving the letter, we will respond to you, the seller and/or your real estate agent to let you know whether or not the new lease holder has met all the requirements. Please note that this includes financing conditions to be met. Some financial institutions, for example, will not accept an assigned lease based on the term remaining on the lease. This should be verified by the buyer and their financial institution.
5. If the new lease holder is approved, you do not have to provide further documentation. If your request to assign a new lease holder is not approved, we will advise you of next steps.
6. Before the closing date, your account should be settled up with the community office, including any outstanding amounts for utilities, taxes, or rent. As the seller finalizes the closing documents, \$500 may be held in trust by the seller's lawyer to ensure these remaining amounts are paid.

Important Notes

- Tax reconciliation letters are delayed. Please note that December 1st will be the due date for any credits or dues to be processed. Letters will be sent within 10 days.
- Laundry Room Changes- The laundry room at the Wheel will be open Monday to Friday 8am to 3pm only as of Monday November 16th. The exterior doors will be locked after these times. You may use the laundry room at the Spoke, with your key 7 days a week, with no time restrictions.