



## Riverside RV Village

Condominium Corporation 9612304  
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Sundre, Alberta T0M 1X0  
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f: (403) 638-1244  
e: [riverrv@telus.net](mailto:riverrv@telus.net)  
<http://www.riversidervillage.com>

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## Riverside Seller's Checklist

Disclaimer: The Board of Directors of Riverside RV Village herein known as the Board are not real estate professionals. They cannot (and will not) provide real estate advice or act as a realtor in a real estate transaction. This list is strictly provided to help owners (and/or their respective realtors) through their sale in Riverside. If you are engaging a realtor, they will take care of some of the tasks.

- Notify the Board of your intent to sell via email at [river\\_rv@telus.net](mailto:river_rv@telus.net) or [riverrv@telus.net](mailto:riverrv@telus.net)
- Contact the Board, to request a copy of the lot plan that already exists in your file and ENSURE that it is up to date and includes all measurements.
- Locate and mark your property pins and water shut off valve if applicable.
- Request a lot inspection by the Board to confirm compliance with current Rules and Regulations.
- If necessary, bring your lot into compliance and request the Board to complete a re-check.
- Direct potential buyers to [www.riverrvillage.com](http://www.riverrvillage.com) for viewing Town of Sundre Bylaws, Riverside RV Bylaws and Rules and Regulations..
- Gather all manuals for your trailer, appliances and electronics that are included in the sale, include any invoices for items such as new shingles or other major upgrades

## Once you have sold your property:

- Notify the Board of the sale and provide the Board with contact information for the new owner(s).
  - Direct buyers to [www.riversidervillage.com](http://www.riversidervillage.com) to access the Riverside Buyer's Checklist.
  - Notify your insurance provider and utility providers (power, gas, propane, Satellite TV).
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