



Open House Listing Form

Property Type (Please Circle One)

Single Family Home

Coach Home

Veranda

Terrace

Villa

Grand Estuary Condo

Property Address

Is a golf membership included with your home/unit?

Yes

or

No

Dates & Hours of Open House

Saturday, _____, 2018

_____ am/pm

Sunday, _____, 2018

_____ am/pm

Realtor/Homeowner Information

Name: _____

Phone: _____

**HAS THIS PROPERTY PREVIOUSLY BEEN LISTED ON THE RIVERSTRAND WEBSITE AND THE
ADMINISTRATION FEE PAID? YES OR NO**

All Forms must be received by the administrative office no later than 12:00pm
the Thursday before the open house.

A \$10.00 administrative fee will be charged per listing.

Office Use Only

Paid \$ _____ Date: _____

OPEN HOUSE PROCEDURE

Open Houses would be allowed between 1 - 5 pm on Saturdays and Sundays

Open House Forms and Listing

- Realtor will complete Open House Form (attached and available on River Strand website) which will include:
- Type of property Terrace Condo, Veranda, Coach Home, Villa, Single Family Home
- Address of property
- If Golf Membership included
- Dates and Times of Open House
- Realtor information
- Realtor will turn in completed forms along with a check for \$10 to the River Strand Admin Office by noon Thursday for open houses that weekend. The \$10 fee covers the administrative fee to prepare a summary of Open Houses, make copies, distribution by Security Gate and including on River Strand website.
- The Admin Dept will consolidate the information for all Open
- Hard copies of the Open House summary would be provided to the Security Gate by the end of Friday
- A summary of Open Houses would also be put on the River Strand website
- Open House Signs
- Realtors can purchase a River Strand Open House sign for \$ 10.00 (now available but not provided with a post – you must purchase your own post)
- River Strand Open House signs are the only Open House signs that can be displayed
- Realtors would be allowed to keep the signs and reuse them
- The Open House sign can only be displayed during the time of the Open House

Security Gate

- The Admin Dept will purchase an Open House sign for the Security Gate
- The security gate will display the sign on Saturday and Sundays between 1-5 pm.
- This would be the only time Open House visitors would be allowed into River Strand
- The security gate would provide a hard copy of the Open House summary to anyone requesting one
 - A google map will be provided which will show the locations of the open houses for those that signed up for the program
 - The security guard would follow the same procedure they follow today for visitors coming to see Lennar homes