



For Sale by Resident

**Resident Confidential Information
OFFICE USE ONLY**

Resident Full Name	
Address Sun City Center, FL 33573	
Phone Number	E-mail Address

For Sale Information Posted to Website

Disclaimer – Please note, for your protection, your property will be listed by association not address. The information provided in this section will be publicly posted on the website www.KingsPointSuncoast.com. Please be advised phone or email will be public.

Association Name	Seller Contact Phone Number or Email
_____ Square Footage	_____ Year Built
_____	\$ _____ List Price
Furnished Yes / No	Pets Allowed Yes / No
List number of interior features: _____ Bedrooms _____ Bathrooms _____ Garage/Carport _____ Stories	
Exterior Features (circle all that apply) Water Front View Golf Course View Close to Clubhouse	
Pictures to be submitted (circle one) Yes No	
Description will be edited to meet 150 characters max on website.	

(End of public information)

By signing this document, you agree to the terms and conditions on the front of this agreement.

Signature

Date

Signature

Date



For Sale by Resident

For Sale by Resident Web Posting Agreement

WARNING: The posting of your condominium unit or home "for sale by owner" on www.KingsPointSuncoast.com is only a service to property owners within Kings Point. This service is not available to any other people or entities. The Federation of Kings Point Associations, Inc., Vesta Property Services and Kings Point Owners Association (KPCOA), including all of their officers, directors, employees, managers, agents, staff and volunteers, are not permitted to engage in the practice of legal, rental, real estate or brokerage services; accordingly, no advice will be given with regard to a posting on this website, including providing any kind of explanation, opinion, or recommendation to a consumer about possible legal rights, options, selection of forms, values of properties or strategies. Each posting shall be listed for no more than thirty (30) consecutive calendar days. To continue the posting, please follow the procedures listed below.

It is the responsibility of the current Kings Point condominium unit or home owner to inform the KPCOA of a property sale to ensure that a posting is removed. Anyone using this service assumes any and all risks of losses or damages related to such use, and they affirmatively agree to hold The Federation of Kings Point Associations, Inc., Vesta Property Services and Kings Point Community Owners Association (KPCOA), including all of their officers, directors, employees, managers, agents, staff and volunteers, harmless from any and all claims for losses or damages related to such use.

Submission Procedures

Step One - Submit For Sale by Owner Posting Agreement to COA

- Hours of operation
 - September to May: 9:00am to 12:00pm Monday through Friday
 - June & July: 9:00am to 12:00pm Monday, Wednesday and Friday
 - August: Closed
- Address: 1902 Clubhouse Drive Suite B., Sun City, FL 33753
- Phone: 813-633-1710
- Fax: 813-633-3821

Step Two – COA confirms private listing meets criteria

- Private listing by resident
- Home not professionally listed

Step Three – COA approves listing and requests pictures from homeowner

- Pictures accepted by electronic submission kpcoa@yahoo.com
- Format JPEG or PDF

Step Four – COA sends the listing and pictures to webmaster

- Webmaster posts for 30 days from start date of first post

Step Five – Homeowner

- Contacts COA if home is sold or taken off the market
- Contacts COA to extend 30 days
- COA contacts Webmaster