



**Summit Grove Camp & Conference Center**

140 S. Front Street, New Freedom, PA 17349

717.235.3656 | [www.summitgrovecamp.org](http://www.summitgrovecamp.org)

“Creating space for people to encounter God since 1875”

## Cottage Owner’s Intent to Sell

Procedure to sell cottage:

1. Inform Summit Grove by filling out this form and submitting it to the office.
2. When a potential buyer has been found, the buyer must fill out the *Request To Purchase A Cottage*.
3. Summit Grove office will supply buyer with the latest copy of the Cottage Owner’s Agreement.
4. SG will set up a board interview with the prospective buyer (allow 4-6 weeks).
5. Executive Director will notify the seller(s) and buyer(s) of the board’s decision to move forward or not with this buyer. (Board votes are typically made during quarterly meetings, so please allow time)
6. Seller is responsible for submitting the *Cottage Transfer Agreement* form to Summit Grove.

Cottage Owner(s) Names \_\_\_\_\_

Cottage Number \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Asking Price \_\_\_\_\_

Date Cottage will be for sale \_\_\_\_\_

Would you like your cottage to be advertised through Summit Grove’s waiting list of potential cottage owners? \_\_\_\_\_yes \_\_\_\_\_no.

\_\_\_\_\_  
Cottage Owner signature

\_\_\_\_\_  
Printed

\_\_\_\_\_  
Cottage Owner signature

\_\_\_\_\_  
Printed

\_\_\_\_\_  
Date