



TO PURCHASE A LOT AS YET RECORDED:

To purchase an as yet recorded lot in Highlands at Manzanita, the following process applies:

- 1. Download the Final Plat Contingency Addendum (see “Resources” tab at www.highlandsatmanzanita.com)**

This form will be attached to a standard State of Oregon real estate sales contract. Copies of that contract are available by request. When executed (together with a sales contract), the Addendum will contain a date by which time Encore must guarantee the plat is recorded. If Encore fails to complete and record by that date, the Buyer will have the option of a full refund and exit from the contract if they wish.

- 2. Request a Contract**

To purchase a lot, request a contract. Buyers will be sent, via DocuSign, a Vacant Land Real Estate contract including the Final Plat Contingency Addendum. This will include the vacant land sales contract, vacant land disclosure and buyer advisory. Execute the documents and deliver them to the title company, Ticor Title, 507 Laneda Avenue, Suite 3/PO Box 1089, Manzanita, OR 97130, attn: Jenni Townsend.

- 3. Provide your earnest money**

Together with your signed contract, the Buyer must deposit with the title company a check for ten thousand dollars (\$10,000.00) as earnest money for the lot. This earnest money is non-refundable once the Addendum and sales agreement are signed, unless Encore fails to record the plat by the promised date on the addendum.

- 4. Wait for Confirmation that your Contract has been Accepted**

You do not have a binding agreement to purchase a lot unless and until Encore executes the sales agreement including the Final Plat Contingency Addendum. If

Encore accepts and signs your sales agreement, you will be notified, and escrow will be opened.

5. Escrow

Escrow will be through the title company, Ticor Title, attn: Jenni Townsend. The Buyer will be expected to close escrow within 45 days of recording of the plat. At close of escrow, each buyer will contribute \$300.00 to the HighlandsatManzanita HOA Cash Reserve account and \$240 for first quarter dues. Upon closing, quarterly dues of \$240 will begin.