



Authorization to Host an Estate Sale

Date Submitted: _____
 Applicant Name: _____
 Property Address: _____
 Homeowner Phone: _____
 Homeowner 1 Email: _____

Requirements

- Request must submit this request no less than three (3) weeks before the estate sale
- The maximum length of estate sales is three (3) days
- The maximum number of hours each day is at eight (8)
- All estate sales must be run and managed by a professional estate sale provider
- Homeowner is required to manage parking and traffic control, including ensuring no attendees block neighbors' driveways and park facing the correct direction
- Along with this form, homeowner must provide a clear, easy-to-understand map directing attendees to their home.
- If approved, homeowner must print copies of the map and provide them to the guard house in advance of the sale. The homeowner will be responsible for keeping an ample stock of the maps during the entirety of the estate sale.

Requested Dates of Estate Sale From: _____ To: _____

Times each day From: _____ To: _____

How many people/vehicles do you expect to attend each day? _____

Estate Sale Company: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

By signature of this form, the applicant attests to the truth and validity of the information provided herein, and agrees to rectify all violations of this application's guidelines. Applicant also accepts that they assume all financial liability not covered by themselves and their contractors.

Homeowner's Name

Homeowner's signature

This form may be signed electronically by simply retyping your name. You may then email this form to HiddenHills@cmcjaxfla.com. You may also print and drop off with the onsite property manager.

HHCCE Address: 12495 Mission Hills Drive South, Jacksonville, FL 32225 • **Phone:** (904) 379-1920
Email: HiddenHills@cmcjaxfla.com • www.HHCCEHOA.com • **Associa Phone:** (904) 367-8532