



**Real Estate Transfer Assessment Information Sheet**

**Instructions:** All payments shall be made to Telluride Mountain Village Owners Association (TMVOA) by wire transfer in accordance with the wire instructions attached. The Buyer and/or Seller shall be responsible for all wire transfer fees. You must return this completed and executed form to TMVOA at the mailing address below or by email to [garrett@tmvoa.org](mailto:garrett@tmvoa.org) and [accounting@tmvoa.org](mailto:accounting@tmvoa.org). You must also include a copy of the deed transferring the property when you submit this form. Upon the receipt of the wired funds, TMVOA will execute this form and return it to you via email. You will then be responsible for recording this fully executed form in the records of the San Miguel County Clerk and Recorder. If the transfer is from or to a business entity or trust, you will need to also provide a copy of each and every shareholder’s agreement, operating agreement, partnership agreement and/or trust agreement involved in the transfer.”

Certain real estate transactions are exempt from RETA, including any deed-restricted property. If you think your transaction may be exempt, please review the **Second Amendment to the Amended and Restated General Declaration**. This Second Amendment lists the various exemptions authorized. TMVOA recommends that you engage a local title company to assist you with the deed, as well as completing and submitting the **RETA Exemption Application**, which requires you provide information including identifying the specific grounds for exemption. A **New Owner Information Sheet** must accompany all RETA Info Sheets and RETA Exemption Applications.

PLEASE NOTE THAT, AS SET FORTH IN THE SECOND AMENDMENT, EVEN IF YOUR TRANSFER QUALIFIES FOR AN EXEMPTION, BUT THE REQUEST FOR EXEMPTION HAS NOT BEEN SUBMITTED TO TMVOA WITHIN THIRTY (30) DAYS OF THE DATE OF THE TRANSFER, TMVOA IMPOSES A PENALTY OF \$500.00, WHICH IS DUE AND PAYABLE PRIOR TO THE ISSUANCE OF A CERTIFICATE OF EXEMPTION. Also, your dues must be current prior to the issuance of the certificate.

***Please also note that a completed RETA Exemption Application must include any and all trust agreements, limited liability Company operating agreements, partnership agreements and/or shareholders agreements applicable to entities involved in the transfer.*** Once your application is complete, please forward it to TMVOA’s Accounting Department, at [garrett@tmvoa.org](mailto:garrett@tmvoa.org) and [accounting@tmvoa.org](mailto:accounting@tmvoa.org). Exemptions are processed within five (5) business days.

**Mailing Address:**

Telluride Mountain Village Owners Association  
 113 Lost Creek Lane, Suite A  
 Mountain Village, CO 81435  
 Phone: (970) 728-1904

**Sale Information:**

Date of Sale:	Buyer's Name:
Date of RETA Payment:	Buyer's Address:
Seller's Name:	
Seller's Address:	Legal Property Description (may be attached):
	Actual Selling Price: \$

Amount of Real Estate Transfer Assessment (multiply actual selling price by 3%) owed to TMVOA:  
 \$ \_\_\_\_\_

**TMVOA CERTIFICATION:**

I hereby certify this \_\_\_ day of \_\_\_\_\_, 20\_\_ that the above purchaser of the above referenced property, has PAID the Real Estate Transfer Assessment required by Amended and Restated General Declarations for the Telluride Mountain Village, recorded in Book 409 at pages 714-762, San Miguel County records, as amended.

**RETA Administrator:** \_\_\_\_\_

# Telluride Mountain Village Owners Association

113 Lost Creek Lane, Suite A  
Mountain Village, CO 81435  
970.728.1904 phone - 970.369.7656 fax  
[www.tmvoa.org](http://www.tmvoa.org)

## New Owner Information Sheet

Instructions: Please complete the following form with the new property owner's current information. This document will be used to update TMVOA records with appropriate information for all new property owners in Mountain Village, Colorado. This information will only be used for association purposes only and will not be publicly recorded or shared.

Property Address: \_\_\_\_\_

Improved (built):    Yes     No  \_\_\_\_\_

Owner Name: \_\_\_\_\_

Mountain Village Permanent Resident:    Yes     No  \_\_\_\_\_

Contact Name(s): (1) \_\_\_\_\_

(2) \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Billing Email Address: \_\_\_\_\_

Newsletter Email Address(es): \_\_\_\_\_

Preferred Frequency of Invoices: \_\_\_\_\_    Annual + 10% Discount    Quarterly