Intent to Sell Form

THIS IS WRITTEN NOTICE OF MY INTENT TO SELL MY AFFORDABLE HOME.

Print name: _____
Signature: _____ Date signed: _____
Address:_____
Current Phone #: _____ E-mail address:_____

Upon receipt of the information requested below we will contact you to let you know the maximum resale price of your home. You will also need to submit the City Website Marketing Information form so that we can assist in the marketing effort for the sale of your home by posting your home on our website.

Please review your options for selling and then determine which option you prefer.

1. Will you be selling the home yourself (without the services of a Realtor®)?

☐ Yes, and I have reviewed the For Sale By Owner information provided by the city. I also understand that the city cannot provide me with legal or contract assistance.

☐ No, I will be using a Realtor®

2. If you are selling your home yourself, do you agree to the City of Boulder's marketing procedures? (See Open Marketing Procedures for Affordable Homes)

☐ Yes

☐ N/A

3. If you will be using a Realtor® to sell your home, please complete the following:
a. Realtor® Name and Agency: _____
b. Phone number: _____
c. E-mail: _____
d. Fax number: _____

4. Do you authorize the Division of Housing to release information to the Realtor®?

☐ Yes

☐ No

5. I have examined my home and based on my review, I confirm there is no damage. If there is damage, please specify the location and nature of the damage:

☐ Yes, my home has damage. _____
_____

☐ No, my home does not have damage.

6. I agree my maximum resale price may be reduced in the future based on a professional home inspection report ordered by a prospective buyer if I choose not to make repairs in a manner in compliance with city requirements.

☐ Yes

☐ No. *If you select "no" we will not calculate a maximum resale price and the home cannot be listed for sale until the city has had the home inspected and determined required corrections and estimated costs. Please allow an additional two weeks for this process.*

When complete, please return this form to:

Homeownership Team, Division of Housing

By E-mail: homeownership@bouldercolorado.gov

By Fax: 720-564-2188

By Postal Mail: PO Box 791, Boulder, CO 80306

Questions? Call us at Phone: 303-441-3157 ext. 2