



## Information for real estate brokers

A letter is emailed from Four Seasons Homeowners Association to a real estate broker upon listing a property for sale in Four Seasons. The letter advises the real estate broker of the Four Seasons [website](#) as well as some marketing rules.

A property for sale or for rent may have one sign on the property. No directional signs are allowed. During open houses, a total of three open house A-frame signs may be placed throughout the area. They may remain during open house hours only.

Listing real estate brokers, selling real estate brokers, and their clients are encouraged to visit the HOA [website](#), especially the "[Key Documents](#)" page. Of particular interest are the Homeowners Handbook, Architectural Rules, and Private Road Maintenance Easements. It is important for real estate brokers to have the correct information regarding the amount of homeowner annual dues and what they cover for their listings on RMLS Multiple Listing Service.

In February 2020 a portion of the Four Seasons HOA Board duties were delegated to our HOA management company, [Association Management Services NW](#) (AMS NW). This new partnership with AMS NW has generated the procedural changes outlined below. If a homeowner is refinancing and needs a statement of account from the HOA, contact Association Management Services office at 503-598-0552 or email them at [Fourseasons@ams-nw.com](mailto:Fourseasons@ams-nw.com).

All document requests and escrow demands go through HomeWiseDocs (<https://www.homewisedocs.com>). HomeWiseDocs fees are listed on its website.

In addition, HOA board meeting minutes and financial statements can be found in the newsletter published after each monthly meeting. You can find the newsletters, [here](#). There are three sub-homeowner associations, Summerville Square, Crystalbrook and The Villas, within Four Seasons. Homeowners within these sub-homeowner associations, pay additional dues.

The public streets in Four Seasons are maintained by the City of Beaverton; however, in addition to the private streets of the sub-associations listed above, there are several private streets that are owned by Four Seasons Homeowners Association. The private streets are Heights Lane, Village Place, three cul-de-sacs off Village Circle and a roadway off of 152<sup>nd</sup>. The homeowners whose properties abut any private street have an easement for ingress and egress and **have the responsibility to pay for maintenance of the street**. It is very important that real estate brokers listing and selling properties on these private streets inform their buyers of this responsibility.

A well-informed buyer is a happy buyer and happy homeowner!

– M.G. Tabrum, October 2016; revised February 2020