



LOT MERGER POLICY

On January 16, 2014 the Riviera West Country Club (RWCC) adopted this updated policy in regards to voluntary merging of two or more parcels.

- Merging of parcels is coordinated by the County of Lake (County). Property owners are responsible for completing **all** documents, submitting and paying all the fees required by the County. RWCC will **not** be responsible for any fees or other cost associated with voluntary lot mergers.
- Property owners are responsible for paying **all** assessments, fines and other fees required by RWCC during the merger process. Fees that are not paid by the due date will be considered delinquent and late penalties will be assessed.
- A merger will be considered complete by RWCC when the property owner submits the recorded Grant Deed that contains the NEW PARCEL ID. The date of the merger will be considered the date when the Notice of Merger is recorded. It is the responsibility of the property owner to provide RWCC with a copy of the recorded Grant Deed within 60 days of the recording.
- Once a merger is completed with RWCC having a RECORDED GRANT DEED in its possession, the property owner will receive a refund of the annual assessment, that was charged on the undeveloped lot, from July 1st until the date of the completed merger, based on a daily rate (365 divided by the annual assessment in effect at that time). For example: If the merger is completed on July 20th, the property owner will owe for 19 days only. The remaining annual assessment that was paid will be refunded to the property owner. Late fees are not refundable.
- To receive a prorated refund, the property owner must make a written refund request (e-mail is acceptable), within 60 days of the recording date of the GRANT DEED showing NEW PARCEL ID, to the RWCC office.
- In order to receive a prorated refund for an annual assessment fee, the property owner's account(s) must be in good standing. If an account is not in good standing, any entitled refund will be applied to the delinquent account(s).

Exceptions to the above policy may be granted by a greater than two thirds vote of the Board of Directors.