TRANSFER INFORMATION SHEET & QUESTIONNAIRE

Please complete and return to Owner Services
Email:ownerassitance@easternslopeinn.com or
Mail to: River Run Co., LLC
PO Box 826 North Conway, NH 03860

SELLERS TO COMPLETE SECTION 1 **BUYERS TO COMPLETE SECTION 2**

SECTION 1: SELLER QUESTIONNAIRE

a. **Current Owner's Name(s):_____ Unit:_____Week:_____**
b. **What is the intended first use year for your buyers? _____**
c. **Do you have RCI Weeks or Points? YES___ NO ____ (If no, skip to e.)**
   If yes, provide your RCI Member ID_____
   Is the first use year reservation secured at the Resort YES____ NO_____
   If in Points, you would have a Home Week reservation secured via RCI.
   If in RCI Weeks, unit/week would not be deposited/banked with RCI.
d. **Are you transferring your RCI Membership to your buyers? YES___ NO____**
   Do you have any future reservations booked via RCI? YES___ NO____
   If yes, please list reservations here and indicate if being transferred to buyer:

Resort ID	Unit	Check-in Date	Confirmation #	Transfer to Buyer? (Yes or No)

e. **Please select the option below for how you would like to receive the next documents to sign:**
   Mail____ OR DocuSign____ (Both buyers and sellers must have a separate email address for each individual signing via DocuSign)
   Seller Name 1:_____ Seller 1 Email Address: _____
   Seller Name 2:_____ Seller 2 Email Address: _____
f. **Transfer Fees**
   Which party will be paying for the Resort Transfer Fee? Sellers_____Buyers_____
   $450 Resort Transfer Fee: Payable to River Run Co., LLC. If there is RCI involved in the transfer, an additional $150 RCI Support Fee will apply. **If paying by credit card, connect with card information over the phone. If paying by check mail check to River Run Co., LLC, PO Box 826 North Conway, NH 03860 Attn: Owner Services**
   Buyer is responsible for paying for the RCI Membership Transfer Fee and 1st Year's RCI Membership Fee where applicable.
g. **Seller's authorize Resort representatives to answer interested Buyer's questions about available future use, fees, unit/week information related to their Ownership.**
   Seller Name 1:_____ Seller 1 Signature: _____
   Seller Name 2:_____ Seller 2 Signature: _____
h. **Please note: Annual Fees must be paid in full on current Owner's account before we can begin a transfer of Ownership. If we have entered the billing cycle for your unit for the upcoming year, payment must be completed before transfer. Loan, if applicable, must also be paid in full. Transfers take multiple weeks to complete.**

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SECTION 2: BUYER QUESTIONNAIRE; Buyers must be age 21+

Primary Buyer/Owner -*This will be the primary individual listed on the Ownership and would be first point of contact should the Resort need to reach you. Reservations made in primary's name. Associated email address and mailing address will be where letters/emails/Annual Fee statements are sent to.

Primary Buyer: **(Please attach a copy of your Driver's ID)**

First Name:_____ Middle Initial: _____ Last Name: _____

Date of Birth Month:_____Day:_____ Year:_____Social Security Number: _____-_____-_____

Mailing Address: _____

City: _____State:_____ Zip Code: _____ Country: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Employer Name: _____Employer Phone: _____

Employer Address: _____City:_____State:_____Zip Code:_____

Secondary Buyer: **(Please attach a copy of your Driver's ID)**

First Name:_____ Middle Initial: _____ Last Name: _____

Date of Birth Month:_____Day:_____ Year:_____Social Security Number: _____-_____-_____

Mailing Address: _____

City: _____State:_____ Zip Code: _____ Country: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Employer Name: _____Employer Phone: _____

Employer Address: _____City:_____State:_____Zip Code:_____

a. **Please select the option below for how you would like to receive the next documents to sign:**

   Mail____ OR DocuSign____ (Both buyers and sellers must have a separate email address for each individual signing via DocuSign)

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SECTION 2 BUYER QUESTIONNAIRE CONTINUED:

b. **Does the Buyer intend to have their unit/week enrolled in an RCI Exchange program, please select the intended program:**
RCI Weeks_____ OR RCI Points_____ OR Does not intend to enroll in RCI Exchange program_____

c. **Does the Buyer have a current RCI Weeks or Points Membership that they are looking to connect this Ownership to?** _____
Please select choice: Yes____ (Include RCI Membership ID): No____

d. **If RCI Membership Transfer Application is required, Buyer must provide payment for RCI Fees.**
   1. **RCI Membership Transfer Application Fee: $98 Payable to RCI (Cost as of 1/2/2025)**
   2. **If applicable, 1st year's RCI Membership Fee $134 Payable to RCI (Cost as of 1/2/2025)**
   3. **If paying by credit card, enter your credit card information on the RCI form provided at time of transfer. If paying by check, include your single check made payable to RCI and mail to:**
      River Run Co., LLC
      PO Box 826
      North Conway, NH 03860
      Attn: Owner Services

BUYER AUTHORIZATION TO RELEASE INFORMATION

We hereby give our consent to have River Run Company, Inc. or its agent and/or any Bank credit reporting bureau, which it may designate, to obtain any and all information concerning our employment and all other credit matters which they may require in connection with our purchase of a vacation week. This form may be reproduced or photocopied, and a copy of this form shall be as effective a consent as the original which we have signed.

Primary Buyer Name: _____ Primary Buyer Signature: _____

Date Signed:_____

Secondary Buyer Name: _____ Secondary Buyer Signature: _____

Date Signed:_____