

Oregon Yacht Club, Ltd.
c/o OYC Treasurer, Liz Winter
6901 SE Oaks Park Way, Slip #8
Portland, OR 97202

_____, 201 ____

Notice of Intent to Sell or Transfer Share

Dear Ms. Winter:

Pursuant to Article VII, Section 4(a) of the Bylaws of Oregon Yacht Club Ltd. ("OYC"), this is notice of my/our intent to sell or transfer OYC share certificate no. _____ to _____ under the terms of a certain _____ [insert title of any sale agreement] dated _____, 201__

The name(s) and contact information of the prospective buyer(s)/transferee(s) of the share are as follows:

[Name] _____
[Address] _____
[Phone] _____
[email] _____

and the name and contact information of any broker for this sale/transfer are as follows:

[Name] _____
[Address] _____
[Phone] _____
[email] _____

Pursuant to Article VII, Section (4)(b) please prepare a statement of outstanding debts and obligations owed to OYC in connection with my/our membership, slip rights and/or floating home now being sold to the buyer.

Please let me know if there are any questions about this transfer, and thanks for your attention.

Sincerely,

(Signature)

(Print Name)

(Phone)

(email)