



Property Owner Information

- ❖ Please remember to contact Preservation North Carolina (PNC) before you make changes to your property, as required by the covenants or easements in your deed. We have approved numerous changes on our protected properties, and we try to be flexible, timely and helpful. We have a form for owners to use to send details of their change requests to us at <http://www.presnc.org/pnc-property-owners>.
- ❖ We have a legal obligation to enforce the covenants and easements that we hold. Our staff, volunteers and interns inspect numerous properties each year, mostly over the summer, and will contact you to coordinate an appointment.
- ❖ If you are planning to sell your property, we provide free ads on our website for PNC protected properties. Information about advertising on our site is available at <http://www.presnc.org/property-listing/advertise>.
- ❖ Your covenants probably require you to give PNC a right of first refusal with written notice (typically 30 days) before title can be transferred to a new buyer. When you sign a contract with a buyer, please contact us at dwilliams@presnc.org or 919-832-3652 x 221, and send a copy of the contract along with the day-time phone number for the buyer(s) and their closing attorney's information (name, physical office address, phone number and email). After we have talked with the buyer(s) to make sure that they are aware of, understand, and agree to abide by the covenants, we'll provide a waiver of our right of first refusal which will be signed by the new buyer(s) and recorded in the county Register of Deeds office just prior to the deed. Please don't wait until the last minute to notify us! We'd hate for your closing to be delayed. ***NOTE:*** Most properties protected since 2005 also have a modest 0.25% Transfer Fee owed by the Purchaser to Preservation North Carolina with payment due at the time of closing.
- ❖ If you have good digital photos of your property, we would appreciate your sharing them with us. Please send them to info@presnc.org or mail us a flash drive. We will be doing more before-and-after sequences on our website, social media and in presentations, and better photos help convey the power of preservation. Many of you have been responsible for amazing transformations, and we take great pride in your work.

Thank You!