

Selling a Home in University Hills

1. Contact the ICHA Sales Office.

Ask for the MRP (*Maximum Resale Price*)

If you have made capital improvements, ask for the list of approved appraisers to appraise improvements.

ICHA Sales Office

 949-824-7345

 Sales@icha.uci.edu

2. ICHA Sales Office calculates the MRP (including appraised capital improvements if any) to establish the sales price. ICHA sends the MRP with the Notice of Intent to Sell for your approval and signature.

3. Sign and return the final MRP and Notice of Intent to Sell.*
Drop off a house key to the ICHA Sales Office.

*The home is officially for sale once all owners of record sign and return the forms. Terms and conditions remain throughout the offering schedule. Please review Section 3.05 of your sublease for a more complete description.

4. ICHA Offers the home as follows:

Provost High Priority List
or designee
(First 30 Days)

Wait List
(60 Days Per Category)

- Newly recruited Senate faculty/current Senate faculty
- Newly recruited non-Senate academic staff/current non-Senate academic staff.
- Other UCI staff.

- 5.

Manage the Sale.

Once there is a buyer, the information will be referred to one of ICHA's trained facilitators, who will prepare all the documents for both buyer and seller, obtain signatures and open escrow.

The facilitator will also help the parties with termite and physical inspections and work directly with the Escrow Company, Title Company and Lender until closing.