

## **6 steps to buying property at Manatee Bay:**

**Step 1.** Select lot(s) from the Master Plan. Lots are available on a first come, first served basis.

**Step 2.** Fill out and sign 2 copies of the Lot Reservation Agreement and submit it to

Manatee Bay Development Co. LLC,  
6875 Winona St.,  
Westminster, CO 80030 USA

**Step 3.** Once you have a copy of the Lot Reservation Agreement signed by both parties, submit your deposit and a copy of your signed Lot Reservation Agreement to the escrow company. Send a cashier's check made out to US Escrow with reference to Manatee Bay to the following address. If you prefer to wire the money we can send you wiring instructions, please let us know.

US Escrow Services, Inc  
Manatee Bay Development, Account 2007-101  
Attn: K. Stafford  
6886 S. Yosemite St., Suite 200  
Centennial, CO 80112 USA  
[usescrow.net](http://usescrow.net)

**Step 4.** Upon receipt of your deposit and Lot Reservation Agreement, the lot(s) will be held for you pending closing.

NOTE: After receipt of the Lot Reservation Agreement, if your deposit has not been received within seven days, the lot(s) that you have requested will be made available again to all prospective purchasers. If the appropriate Lot Reservation Agreement and deposit are received after the seven day period and the lot(s) is still available it will be held for you. If your Lot Reservation Agreement and deposit are received after the seven day period and the lot(s) is no longer available, you will have the option of choosing another lot(s) or having your deposit check returned in full.

**Step 5.** Closing will be handled by Mr. Brian Cullerton with Century 21 in Belize. He will provide all direction and paperwork required to close the sale. Closing can be handled via fax and/or Internet. Mr. Cullerton can be reached at the following address and phone:

1748 Southern Foreshore  
Dangriga, Belize, Central America  
011-501-522-3540  
Cell: 011-501-610-5437

**Step 6.** Upon receipt in Belize, all required closing documents will be processed and submitted to the Government of Belize for registration. The registration process is as follows:

A. Your closing documents will be delivered to the Land Tax Office in Belmopan (the Capital). The transaction is certified by the Commissioner of Land that there are no unpaid property taxes due on the lot(s).

B. Closing documents are then forwarded to the Valuation Section of the Ministry of Natural Resources to ensure that the purchase price is reasonable market price.

C. Closing documents then proceed to the Land Utilization Authority for verification of subdivision approval.

D. Closing documents move to the Lands Registry to transfer the lot(s) of land into your name(s). Your name(s) is registered in the Lands Registry as the new owner(s) of the lot(s).

E. If there is no mortgage on your lot(s), a registered Land Certificate will be issued by the Belize Lands Registry and mailed to you. If there is a mortgage on your lot(s), the Registered Land Certificate will not be issued to you until the mortgage is satisfied (paid in full) however, a photocopy of the registered Land Certificate will be sent to you for your records. After the mortgage is satisfied, a registered Land Certificate will be sent to you.

Allow approximately eight to ten weeks from the time we receive your executed closing documents and final closing payment for the completed transfer of title to take place.

You must be over the age of 18 years to purchase lot(s).

## **Closing costs include:**

**Administrative filing** - approximately 1½ % of the lot purchase price.

The closing documents include, but are not limited to,

- (1) Transfer Instruments and/or Affidavits
- (2) Land Certificate
- (3) Survey
- (4) Covenants, as modified, revised and amended from time to time
- (5) Charge (Mortgage) Instruments, if applicable.
- (6) Memorandum Accompanying Charge (Mortgage Note), if applicable.

**Belize Government Stamp Tax** - 5% of the lot purchase price.

**Government Sales Tax (GST)** - 10% of the lot purchase price..