



LONG BEACH TRANSFER – PURCHASE/SALE

When a Long Beach lease holder agrees to sell the cottage and has a prospective buyer with whom a Purchase and Sales Agreement has been signed, the following procedure must be followed:

1. The seller must send a letter to the Board of Selectmen requesting to transfer Lot #_____ at Long Beach listing the name and address of the prospective new owner(s).
2. The seller must make an appointment with the Building Inspector for an inspection of the cottage prior to the transfer of ownership.
3. All payments pertaining to the water and sewer bill, real estate tax, personal property tax and land rent must be paid before the lease is signed by the Board of Selectmen. Sewer betterment fees must be current.
4. A copy of the Purchase and Sales Agreement that includes the purchase price must be obtained from the Buyer. A copy will be forwarded to the Board of Assessors.
5. An appointment will be scheduled for the buyers to meet in the Selectmen's office to sign the lease and receive the Long Beach Rules and Regulations.
6. A fee of \$25.00, payable to the Town of Rockport, is due as a transfer fee at the time of signing.
7. The new lease will be issued for the remainder of the ten-year term. All leases expire on December 31, 2023.

If you have any further questions, please do not hesitate to call our office at 978-546-6786.