



NORTH CAROLINA REAL ESTATE COMMISSION  
P.O. Box 17100 Raleigh, N.C. 27619-7100  
Phone (919) 875-3700 • Email: ra@ncrec.gov  
Website: www.ncrec.gov

## **APPLICATION FOR REGISTRATION OF TIMESHARE PROGRAM**

### INSTRUCTIONS

1. Please fill out the application completely. (Type or Print)
2. If an item does not apply, mark "N/A."
3. If additional space is needed to answer a question, provide attachments in the same format as the question and label as indicated.
4. Please give direct addresses for all addresses requested (not Post Office Box numbers or addresses c/o others). If direct street addresses or telephone numbers are not available, so state and provide substitutes, identifying the substitutes.
5. This application and all accompanying documents should be securely bound and fastened at the top between firm covers. The application should be the first document in the filing, followed by each required attachment in the order called for in this application.
6. All documents required to be filed with this application must be true copies in proper form. Applications which do not contain complete and proper documentation shall be considered incomplete.
7. Each filing should contain a Table of Contents listing each document by title.
8. Each document shall:
  - I. Bear a notation indicating whether it is to be distributed to purchasers or is submitted for Commission examination only.
  - II. Be tabbed and labeled on the right side, identifying the document by title. Please do not submit two-sided documents or stapled documents.
9. If any information required to be disclosed changes pending registration, the developer must promptly disclose this information to the Commission.



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Commission Use
Control No.: _____
Fee: _____

## APPLICATION FOR REGISTRATION OF TIMESHARE PROGRAM

In accordance with Article 4 of Chapter 93A of the General Statutes of North Carolina and Real Estate Commission Rule 58B.0101, the undersigned Developer requests registration of the following timeshare program, herewith submits a registration fee pursuant to the fee schedule available at [www.ncrec.gov/Resources/Forms](http://www.ncrec.gov/Resources/Forms).

Exact Name of Program \_\_\_\_\_

Address of Program \_\_\_\_\_  
 (Street Address or Highway Number)

Mailing Address \_\_\_\_\_  
 (If different from above)

County Where Program Located \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

### I. DEVELOPER

A. Name of Developer \_\_\_\_\_

B. Address of Principal Plane of Business of Developer \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

C. Developer is a (Check One)  Sole Proprietorship  Partnership  LLC  Corporation  Joint Venture

Other (Specify) \_\_\_\_\_

1. If the Developer is a Corporation or LLC, attach
  - A. A copy of its Certificate of Incorporation or Certificate of Authority to transact business in North Carolina issued by the North Carolina Secretary of State.
  - Or
  - B. The Irrevocable Appointment of the Real Estate Commission to receive service of any proceeding arising under the provisions of N.C.G.S. § 93A Article 4 against the developer or its agent (use the form provided by the Commission for this purpose).
2. If the Developer is a Partnership or Joint Venture, attach a copy of any Partnership or Joint Venture agreement.
- C. List the Name, Telephone Number and Address of all Principals, Officers, Directors, Partners, Managers, or Trustees of Developer. (Label any additional sheet(s) "Developer Information")

1. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_

2. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_

3. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_

4. Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

5. Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

E. Developer's Legal Counsel

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Attach a copy of the Developer's Certified Financial Statement (prepared within the last nine (9) months including a Balance Sheet, a Profit And Loss Statement, and a Statement Of Net Worth.)

F. Briefly describe the Developer's financial arrangements to pay the costs associated with inventory (Real Estate Taxes, Debt Services, Carrying Charges, Owners' Association Assessments, Costs of Refurbishing Inventory, etc.)

G. Briefly describe the Developer's real estate experience (if any). (Label any additional sheets "Real Estate Experience")

H. If the Developer Entity (or any person in the Developer Entity) has previously developed or been substantially involved with the development of any other timeshare program, or campground, club membership, co-ownership, or similar type of program in this or any other state or country in the last ten years, list the last three programs involved. (Label any additional sheet(s) "Previous Timeshare Experience")

Name of Program \_\_\_\_\_

Address of Program \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Program Type \_\_\_\_\_

Name of Person or Entity Involved \_\_\_\_\_

Position/Title of Person or Entity Involved \_\_\_\_\_

I. State whether any principal, officer, director, partner, trustee, or chief manager executive officer of the developer or marketer or manager entity has been involved as a defendant in any action before a federal, state, or foreign court or administrative agency including a disciplinary proceeding before any governmental body or agency during the preceding five (5) years

Yes  No *\*If "Yes", describe and attach certified copies of documents showing the particulars of each proceeding.*

J. State whether any principal, officer, director, partner, trustee, or chief manager executive officer of the developer or manager entity has been adjudicated a bankruptcy or undergone any proceeding for the relief of debtors during the preceding five (5) years

Yes  No *\*If "Yes", describe, and attach copies of the bankruptcy order or the petition filed in any pending bankruptcy proceeding.*

**II.**

**PREVIOUS TIMESHARE DEVELOPER**

**NOTE: If the timeshare program for which registration is sought has not had a previous timeshare developer, proceed to section III.**

- A. List the Name, Telephone Number and Address of previous developer(s) and timeshare registration certificate number(s), if known. (Label any additional sheet(s) "Previous Developer Information")
1. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_  
Timeshare Certificate Number \_\_\_\_\_
2. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_  
Timeshare Certificate Number \_\_\_\_\_
3. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_  
Timeshare Certificate Number \_\_\_\_\_
- B. Number of timeshare owners (other than registrant) at the program \_\_\_\_\_  
A description of the manner in which they will be notified of the change of developer(s)
- C. State whether a financial review, audit, or other financial analysis of the treasury of the owners' association (or other entity responsible for the operating of the program) has been made during the preceding twelve (12) months  
 Yes  No *\*If "Yes", identify the operating entity by name and the type of financial analysis made, and assess its financial condition. (Label any additional sheet(s) "Operating Entity")*

**III.**

**PROGRAM**

- A. Is the developer the record owner of the property being submitted as a timeshare?  
 Yes  No *\*If "Yes", skip questions 1 and 2.*
1. List the name(s) and address(es) of all current owner(s) of the property and describe the interest which the Developer has in such property. (Label any additional sheet(s) "Title to Land")
- a. Name \_\_\_\_\_  
Address \_\_\_\_\_  
Interest \_\_\_\_\_
- b. Name \_\_\_\_\_  
Address \_\_\_\_\_  
Interest \_\_\_\_\_

2. Attach a copy of any contract or option which the Developer has executed for the purchase of the land or any lease under which he/she holds the land.
- B. Furnish recording reference(s) for the current deed, contract, or other instrument for the land (county/book/page)
- C. Attach a current certificate or opinion of title issued within the preceding thirty (30) days by a licensed attorney who is not a salaried employee, officer or director of the timeshare program including all encumbrances against it. If the legal description of the land contained in the title certificate or opinion is not identical to the legal description of the land contained in the timeshare program instruments, attach also a certification executed by a registered land surveyor or a licensed attorney that the submitted land described in the timeshare program is the same land or lies wholly within the boundaries of the land described in the title certificate or opinion. For programs which will not be completed in one phase, the title opinion must indicate whether it encompasses all land which may be included in the program ultimately, or only a particular part of the land.
- D. If the program is subject to a blanket encumbrance, state the provisions made to protect purchasers from losing their interests to third-party creditors should the Developer default. (Label any additional sheet(s) "Blanket Encumbrance")
- E. Attach a legible copy of the existing or proposed timeshare program plot (reductions are acceptable).
- F. If the program is subject to any natural hazards (hurricanes, floods, tornadoes, earthquakes, mud slides, forest fires, avalanches, ect.), describe their existence, severity, and frequency. (Label any additional sheet(s) "Natural Hazards")
- G. Describe the arrangements made by the developer to provide adequate property and casualty insurance on the premises for the timeshare owners. (Label any additional sheet(s) "Insurance")

#### IV.

#### IMPROVEMENTS

A. Timeshare Declaration

1. Attach a copy of the complete existing or proposed declaration of timeshare, or other declaration, contract, covenants or restrictions, which has created or will create the timeshare program.
2. Is the instrument creating the timeshare plan (declaration of condominium, declaration of co-ownership interests, ect.) currently recorded?  
 Yes  No \*If "Yes", provide the recording reference (county/book/page) \_\_\_\_\_

B. Units

1. Is construction on all units complete?  Yes  No \* If "Yes", skip question 2.
2. Has construction begun on any units?  Yes  No
  - a. How many units are complete at this date if any? \_\_\_\_\_

- b. What is the anticipated completion of date of all units? \_\_\_\_\_
- c. If the program is unbuilt, partially built, or undergoing substantial renovation, attach a planned construction statement describing the planned improvements, including construction details, materials, mechanical components and cost estimates for each.

- 3. How many units does/will the program contain? \_\_\_\_\_
- 4. What type of unit will be offered (cabin, hotel room, apartment, condominium unit, single family home, etc.)?  
\_\_\_\_\_

- 5. Has construction begun on any units?  Yes  No
  - a. If Yes, does the Developer commit to build out phased timeshare program?  Yes  No

C. Timeshares

- 1. How many timeshares will be contained in each unit (52 timeshares, 10 five-week bundles, etc.)?  
\_\_\_\_\_
- 2. How many timeshares will be contained in the entire program if/when it is completely built out?  
\_\_\_\_\_

D. Existing Structures

- 1. Does the Developer plan to substantially renovate a previously existing structure prior to sale?  Yes  No
  - a. If “Yes”, will the renovation be primarily  Interior  Exterior  Both
- 2. If the program is to be wholly or partially created on previously occupied structure(s), describe the previous use and the age and construction material (brick, wood frame, etc.) of the structure(s). (Label any additional sheet(s) “Previously Occupied Structures”)

- 3. If renovation has not yet begun, what is the anticipating beginning date? \_\_\_\_\_

D. Shared Facilities

- 1. Briefly describe any other non-timeshare property (lots, whole condominium units, etc.) whose owner will share facilities with timeshare owners. (Label any additional sheet(s) “Non-Timeshare Property”)
- 2. Will timeshare owners belong to or be subject to a “master owner’s association”?  Yes  No

V.

**RECREATIONAL FACILITIES, AMENITIES, AND  
OTHER COMMON USE FACILITIES**

A. Plans/Ownership

[Note: examples of ownership include ownership by the Developer; submitted to condominium; by the owner’s association; in undivided shares by the owners; etc. Developers who are uncertain as to how the facilities will be owned, should consult legal counsel.]

- 1. Describe all recreational and other amenities and facilities which are currently a part of the program and how they will be owned. (Label any additional sheet(s) “Completed Amenities and Facilities”)

2. Describe any other amenities and facilities the Developer commits to build, including the date they are expected to be substantially complete and how they will be owned. (Label any additional sheet(s) "Committed Amenities and Facilities")
  
3. Describe any other amenities or facilities the Developer plans (but does not commit) to build, including the date or events at which he or she anticipates they would be substantially complete and how they will be owned. (Label any additional sheet(s) "Planned Amenities and Facilities")

**B. Concurrent Timeshare and Commercial Ownership**

1. If there will be concurrent timeshare and commercial operation (restaurant, marina, country club, etc.) in the program, will the Developer's cost of maintenance and operation of such commercial operations be shared (except by voluntary use by the individual timeshare owner) by timeshare owners?  Yes  No
  - a. If "Yes", briefly describe the specific commercial operations and how such costs will be apportioned, and identify the document(s) describing such apportionment. (Label any additional sheet(s) "Commercial Operations")

**VI.**

**CONVEYANCING AND DEVELOPER FINANCING**

- A. Fully describe the legal estate or interest to be conveyed to purchasers or the lease or right to be granted (consult your legal counsel for precise description)
  1. Attach a copy of the timeshare deed, contract or other instrument to be used to convey timeshares to purchasers.
  2. Attach a copy of the sales contract or purchase agreement form to be used in connection with the sale of timeshares.
  3. Attach a copy of each document (however denominated) to be distributed to prospective purchasers or contract purchasers either prior to, during, or immediately following the time of sale, including a copy of the proposed public offering statement complying with N.C.G.S. 93A-44 and 21 NCAC 58B.0201 et. seq.
  
- B. If the Developer will offer financing to purchasers, does the Developer propose to (check one)
 

Hold the paper  Sell transfer or hypothecate it to a financing institution  Both  N/A

  1. Attach a copy of the financing contract, note, deed of trust, or other instrument.
  
- B. Exchange Programs
  1. If purchasers of timeshares will be offered membership in an exchange program, describe the relationship between the developer and each exchange program

2. Name and address of each exchange service
  
  3. For each exchange service listed above, attach a copy of the information required to be disclosed by N.C.G.S. 93A-48
  4. If the Developer will pay for an initial subscription for each timeshare buyer, specifically state the term of the initial subscription (one year from date to purchase agreement, two years from date of buyers first use of the timeshare, etc.)
- 

**VII.**  
**MARKETING ENTITY**

For the purpose of this application, the term “marketing entity” refers to the person or entity engaged by the Developer for the purpose of selling (or offering to sell) timeshares in the program.

**A. Marketing Entity**

1. Name \_\_\_\_\_
2. Address \_\_\_\_\_
3. Telephone \_\_\_\_\_ 4. Real Estate License Number \_\_\_\_\_
5. Name, telephone number, & business address of each owner or principal. (Label any additional sheet(s) “Marketing Entity Ownership”)
  1. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_
  2. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_
  3. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_
6. If the marketing entity is owned or controlled (either wholly or partially) by the Developer, describe the relationship between the developer and the marketing entity. (Label any additional sheet(s) “Marketing Entity Relationship”)

**B. Timeshare Registrar (must be an individual) [Note: See N.C.G.S. 98A-41(43) and 58]**

1. Name \_\_\_\_\_ Real Estate License Number (if any) \_\_\_\_\_
2. Business Address \_\_\_\_\_
3. Telephone \_\_\_\_\_ Email Address \_\_\_\_\_
4. Attach original Affidavit of Timeshare Registrar

**C. Independent Escrow Agent (if required at program [Note: See N.C.G.S. 93A-41(15) and 42 and 45])**

1. Name \_\_\_\_\_
2. Business Address \_\_\_\_\_



3. Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

4. Attach original Affidavit of Independent Escrow Agent.

D. Program Broker (must be an individual- not firm)

1. Name \_\_\_\_\_ Real Estate License Number \_\_\_\_\_

2. Business Address \_\_\_\_\_

3. Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

4. Attach original Affidavit of Program Broker

E. Persons selling timeshares at the program. (Label any additional sheet(s) "Timeshare Salesperson")

1. Broker Name \_\_\_\_\_ License Number \_\_\_\_\_

2. Broker Name \_\_\_\_\_ License Number \_\_\_\_\_

3. Broker Name \_\_\_\_\_ License Number \_\_\_\_\_

**VIII.**

**MANAGING ENTITY**

For the purpose of this application, the term "managing entity" refers to the person or entity (an owner's association, agent for the owners, etc.) who will be ultimately responsible for the maintenance of the timeshare facilities on behalf of the owners.

A. Managing Entity

1. Exact Name \_\_\_\_\_

2. Address \_\_\_\_\_

3. Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

4. If the managing entity is an owner's association, has it been or will it be incorporated under North Carolina law?  Yes  No  N/A

5. Attach a copy of the charter or articles of incorporation of the owner's association or other entity charged with the ultimate responsibility maintaining the program, together with its bylaws or rules of operation.

B. When did/will the managing entity,

1. Come into being? \_\_\_\_\_

2. Hold its first meeting or conduct business? \_\_\_\_\_

C. Has or will the Developer (either as owner of all units in a non-owners association format or as owner of all units in an owner's association format) contract(ed) for management services on behalf of the management entity?

Yes  No  N/A

D. If the program has had a previous developer, has the previous managing entity contracted for management services?

Yes  No

E. If the answer to C or D is "Yes", provide

1. Manager or Managing Entity

Name \_\_\_\_\_

Business Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

2. Name, telephone number, & business address of the executive officer and each owner or principal of the hired manager. (Label any additional sheets "Managing Entity Ownership")

1. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_

2. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_

3. Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_

3. The management contract is (check one)  Written  Oral  N/A

a. If written, attach a copy of the management contract and label "Managing Entity Contract".

b. If not written, briefly describe the primary business of the hired manager (realty company, professional property manager, etc.); the managing entities' duties; the duration of the contract; and the manner in, which the contract may be canceled. (Label any additional sheet(s) "Managing Arrangement")

F. In addition to the owner's association (if any), is there now (or will there be) a master, umbrella or community association to which timeshare owners must belong and pay dues or assessments?  Yes  No

If "Yes",

a. Name of master, umbrella or community association

\_\_\_\_\_

b. Attach a copy of the articles of incorporation, bylaws or rules of operation of such association.

**IX.**

**SOLE PROPRIETOR AFFIDAVIT**

The undersigned, being duly sworn deposes and says that:

1. I have read the application for registration and its attachments and hereby acknowledge that the statements herein contained and the documents herewith submitted are true and complete as of the date of execution hereof; and
2. I am the developer of the timeshare program for which application for registration is herein made, or I am the officer or attorney duly authorized by the developer to make application for and execute this application for registration on behalf of the developer; and
3. I have read and understand N.C.G.S. 93A and the Commission's rules which accompany it, and (if applicable) N.C.G.S. 47A, the Unit Ownership Act and the N.C.G.S. 47C, the Condominium Act, as they pertain to my rights, duties and obligations and those of my representatives; and
4. I agree to properly report to the Commission any changes in the information submitted herein; and
5. I certify that all acts engaged in at the timeshare program for which application for registration is being made, will be conducted in full compliance with the provisions of N.C.G.S. 93A Article 4.

Further affiant says not.

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If the Developer is a **Sole Proprietor**, this application must be signed by the **Sole Proprietor** or the **Developer's Attorney**.

By: \_\_\_\_\_  
Signature of Sole Proprietor/Developer or Developer's Attorney

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_  sole proprietor/developer OR  attorney for the developer (check the appropriate title) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

(SEAL)

My Commission Expires \_\_\_\_\_

**IX.**  
**PARTNERSHIP AFFIDAVIT**

The undersigned, being duly sworn deposes and says that:

1. I have read the application for registration and its attachments and hereby acknowledge that the statements herein contained and the documents herewith submitted are true and complete as of the date of execution hereof; and
2. I am the developer of the timeshare program for which application for registration is herein made, or I am the officer or attorney duly authorized by the developer to make application for and execute this application for registration on behalf of the developer; and
3. I have read and understand N.C.G.S. 93A and the Commission's rules which accompany it, and (if applicable) N.C.G.S. 47A, the Unit Ownership Act and the N.C.G.S. 47C, the Condominium Act, as they pertain to my rights, duties and obligations and those of my representatives; and
4. I agree to properly report to the Commission any changes in the information submitted herein; and
5. I certify that all acts engaged in at the timeshare program for which application for registration is being made, will be conducted in full compliance with the provisions of N.C.G.S. 93A Article 4.

Further affiant says not.

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If the Developer is a **Partnership**, this application must be signed by the **General Partner** or the **Developer's Attorney**.

\_\_\_\_\_  
Partnership Name

By: \_\_\_\_\_  
Signature of General Partner or Developer's Attorney

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_  general partner of developer OR  attorney for the developer (check the appropriate title) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public (SEAL)

My Commission Expires \_\_\_\_\_

**IX.  
CORPORATION AFFIDAVIT**

The undersigned, being duly sworn deposes and says that:

1. I have read the application for registration and its attachments and hereby acknowledge that the statements herein contained and the documents herewith submitted are true and complete as of the date of execution hereof; and
2. I am the developer of the timeshare program for which application for registration is herein made, or I am the officer or attorney duly authorized by the developer to make application for and execute this application for registration on behalf of the developer; and
3. I have read and understand N.C.G.S. 93A and the Commission's rules which accompany it, and (if applicable) N.C.G.S. 47A, the Unit Ownership Act and the N.C.G.S. 47C, the Condominium Act, as they pertain to my rights, duties and obligations and those of my representatives; and
4. I agree to properly report to the Commission any changes in the information submitted herein; and
5. I certify that all acts engaged in at the timeshare program for which application for registration is being made, will be conducted in full compliance with the provisions of N.C.G.S. 93A Article 4.

Further affiant says not.

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If the Developer is a **Corporation**, this application must be signed by **two executive officers of the Corporation** or the **Developer's Attorney**.

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Corporation Name

By: \_\_\_\_\_  
Signature of Executive Officer OR Developer's Attorney Title of Executive Officer

By: \_\_\_\_\_  
Signature of Executive Officer Title of Executive Officer

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_ and \_\_\_\_\_  
 Executive Officers OR  Developer's Attorney (check for appropriate position) personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the Corporation.

Witness my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ .

\_\_\_\_\_  
Notary Public (SEAL)

My Commission Expires \_\_\_\_\_

**IX.**  
**LLC AFFIDAVIT**

The undersigned, being duly sworn deposes and says that:

1. I have read the application for registration and its attachments and hereby acknowledge that the statements herein contained and the documents herewith submitted are true and complete as of the date of execution hereof; and
2. I am the developer of the timeshare program for which application for registration is herein made, or I am the officer or attorney duly authorized by the developer to make application for and execute this application for registration on behalf of the developer; and
3. I have read and understand N.C.G.S. 93A and the Commission's rules which accompany it, and (if applicable) N.C.G.S. 47A, the Unit Ownership Act and the N.C.G.S. 47C, the Condominium Act, as they pertain to my rights, duties and obligations and those of my representatives; and
4. I agree to properly report to the Commission any changes in the information submitted herein; and
5. I certify that all acts engaged in at the timeshare program for which application for registration is being made, will be conducted in full compliance with the provisions of N.C.G.S. 93A Article 4.

Further affiant says not.

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If the Developer is a **LLC**, this application must be signed by **two managers of the LLC** or the **Developer's Attorney**.

\_\_\_\_\_  
Name of Developer LLC

By: \_\_\_\_\_  
Signature of Manager OR Developer's Attorney

By: \_\_\_\_\_  
Signature of Manager

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_ and \_\_\_\_\_  
 Managers OR  Attorney for the Developer (check for appropriate position) personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the company.

Witness my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ .

\_\_\_\_\_  
Notary Public (SEAL)

My Commission Expires \_\_\_\_\_