



Once you have made the decision to buy and move into Greenbriar Woodlands, you are probably wondering:

## “NOW WHAT?!”

First, Congratulations on your upcoming closing and move into Greenbriar Woodlands.

[Please note: we assume that your title company has completed and submitted (on line) First Service Residential's Resale Document]. These documents are reviewed & approved by the Community Manager which generates the paperwork we need for you to move in].

We look forward to your joining our great Greenbriar Woodlands community!!

Once you know your closing date and time, call us (732-286-6888) to **schedule** your “New Resident Intake” appointment. We meet with you only AFTER you have actually CLOSED on your home and you have the signed closing documents. **You will need to bring to us the HUD document.** You will need to show the HUD statement to the Security Guard to be allowed into the community without your realtor. FYI: A New Resident Intake takes about one half hour. The **latest** we can schedule your appointment would be 4 p.m.

Is the New Resident Intake meeting needed? – YES! And you will need to bring us:

1. The Community is required to get **federal documents that satisfy age verification (Driver's License or Passport) for every owner and every resident** for age restriction reporting purpose. In general, 80% of our residents must be “55 years of age or older with no children under 18 years of age in permanent residence.” (see full disclosure in the By Laws, including exceptions).
2. Once we have obtained age verification for each owner and each resident, barcodes will be applied to vehicles of verified owners and residents. You will need to provide us with **each vehicle's current REGISTRATION.**
3. It is also important that you **bring a copy of your HUD statement** so that we can verify you have paid the Capital Contribution fee as well as your first two months of HOA Fees.
4. You will receive useful information about living in Greenbriar Woodlands' gated lifestyle.
5. You will be asked to fill out a New Resident Information Form. On it, you will be asked who you want to list as Approved Visitors and someone (not a resident) who you will want to list as “Emergency Contacts” (please do not list a spouse or other resident, that would be our first option).

For this pre-scheduled New Resident Intake meeting:

1. Drive your vehicle into the Woodlands Clubhouse circle, under the portico (Please do NOT park within the disability access/ yellow line area just in front) of the Greenbriar Woodlands Clubhouse entrance. **We need your car here as we will affix your barcode.** [Note: We do NOT hand these out – for security reasons]. If you have more than one vehicle, just schedule a time to return for that/ those to be affixed. \*\*\*\*As a reminder – NO on-street parking is allowed for any vehicle—between 2 a.m. and 6 a.m.\*\*\*\*

2. To get a barcode affixed, bring with you:
  - a. Your **Vehicle's current Registration**
  - b. Your **current Driver's License and a copy of EVERY resident's driver's license** (or Federal photo ID) who will be living at Greenbriar Woodlands.
  - c. **There is no charge for barcodes.**

At the New Resident Intake Meeting, you will receive from us:

1. A copy of the current Pine Cone Press. A monthly "newsletter" delivered to your mailbox that's filled with information from the Community Manager, your Board of Trustees and Clubs. This is a very active community, should you choose to participate. The centerfold contains an Activity Calendar, that's followed by the bus schedule.
2. The current year's Phone Directory – with utility companies contact info.
3. The current ARC (Architectural Review Committee's Rules and Regulations) book.
4. A barcode for each vehicle present (don't forget: the current vehicle registration and the driver's license needs to be provided in order for us to issue any barcodes).
5. Information about waste and recycling

We will review why these reference materials are deemed to be a source of useful information now and for the duration of your life at Greenbriar Woodlands.

Should something come up and you will not be able to make your appointment with us, please call us at 732-286-6888 to reschedule.

We know how difficult it is to uproot your life and move (maybe even "downsize") into a new home. We are here to assist you in acclimating into this "gated community" – with its rules and regulations, into Toms River, maybe even New Jersey --- whatever might be "new" to you.

We look forward to meeting you in person and to personally extend a warm "Welcome Home!".

