

Planning Ahead for My Family

A Practical Guide for Leisure World Seal Beach Families

Prepared by Leisure Life Real Estate

This guide is designed to be printed, filled out, and shared with your children or trusted family members. Leisure World Seal Beach is a unique community with unique rules, timelines, and procedures. This workbook exists so your family is not left guessing when it matters most.



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BY SEVEN GABLES REAL ESTATE

About Us: Leisure Life Real Estate specializes exclusively in Leisure World Seal Beach resales. We help families navigate ownership, transitions, and sales in one of the most regulated and specialized real estate communities in Southern California.

Contact: Mark Hughes, Broker

818-480-2864 | 13918 Seal Beach Blvd, Seal Beach, CA 90740

If Something Happens to A Parent

Quick Start: The First 72 Hours

If you do nothing else, do these things first. This sequence prevents lockouts, delays, and costly mistakes in Leisure World.

1. Call 911 or Hospice (Security is automatically notified)
2. Contact the funeral home or cremation service
3. Notify immediate family
4. Locate the Stock Certificate and the GRF Membership Certificate
5. Locate Trust documents (a Will alone does not grant access)
6. Contact the Stock Transfer Office to report the death
7. Contact the Mutual President to understand occupancy rules
8. Do NOT turn off electricity (smoke alarms are hardwired)
9. Order multiple certified copies of the death certificate (15)
10. Call Broker Mark Hughes for guidance. **818-480-2864**

Who To Call First (Simple Flow)

Emergency or death occurs → Call 911 or Hospice

After immediate care → Call funeral home / cremation service

Next → Locate Trust and Certificates

Next → Call Stock Transfer Office

Next → Call Mutual President

Then → Call Leisure Life's Mark Hughes to plan next steps

A Letter to My Family

If you are reading this, it means something important has happened in my life.

I prepared this guide because I never wanted you to have to figure out Leisure World Seal Beach on your own, under stress, or in a moment of grief. This community is unique. The rules are different. The steps matter. Some documents give access. Some do not. Some phone calls must be made in a very specific order.

This guide is here so you can move calmly, confidently, and correctly—without second-guessing every decision. Everything in this binder is meant to make things simpler for you. Use it as a checklist, a reference, and a way to stay organized when emotions are high. And if you ever feel stuck, overwhelmed, or unsure, call Mark Hughes at Leisure Life Real Estate. He understands how this place really works. Most of all, know that I did this because I love you—and because I wanted to make a hard time a little easier.



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Planning Ahead

The single greatest gift you can give your family is clarity. This section helps you organize information

Location of Stock Certificate and GRF Membership Certificate

Location of Trust and/or Will (and attorney contact info)

List of credit cards, bank accounts, and financial institutions

Insurance policies (health, HO-6, life, etc.)

Pension, annuity, or retirement accounts

Financial advisor and key contacts

Pets and care instructions

Friends and family to notify

Extra storage, carports, RV spaces, or garden plots

Pre-planned burial or cremation arrangements

Where important keys are kept

Online accounts, emails, and subscriptions (and how to access them)

Family Checklist (The First 30–60 Days)

1. Decide the family's intent for the unit (keep, sell, or transfer)
2. Do NOT shut off electricity (smoke alarms are hardwired)
3. Clean out the refrigerator and freezer
4. Order multiple certified copies of the death certificate (15 is common)
5. Notify Social Security
6. Continue paying monthly assessments
7. Maintain HO-6 insurance until sale or transfer
8. Review banking, safe deposit boxes, and automatic payments
9. Cancel medical alert, internet, cable, and subscriptions
10. Handle vehicles: car, golf cart, scooter, RV (notify DMV)
11. Forward mail and cancel unnecessary services
12. Return any items labeled Golden Rain Foundation
13. Properly dispose of medications and medical equipment
14. Update or remove listing from the Leisure World directory



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Preparing the Unit and Personal Property

1. Confirm which appliances belong to the Mutual
2. Clean out the carport and any additional storage spaces
3. Dispose of items properly (donate where possible)
4. Use designated dumpsters for large items
5. Take electronic and hazardous waste to the specified dumpsters
6. If planning an estate or patio sale, coordinate with the Mutual
7. Use only approved contractors for any work
8. Service Providers found on <https://leisureworldhomehub.com/>

Selling a Unit in Leisure World

1. Contact the Leisure World Specialist Mark Hughes at Leisure Life
2. Mark will initiate the NOI (Notice of Intent to Withdraw)
3. Gather required documents: death certificates, stock & membership certificates, trust documents, or court orders
4. If there is a trust, Mark will help prepare for the GRF Trust Review
5. Sign the required seller California listing documents
6. Provide keys and original documents to Mark for escrow
7. Review all fees and requirements from Leisure World with Mark
8. Mark will guide you through escrow and settlement



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Leisure World FAQ: “Why can’t we just...?”

Q: Why can’t we just use the Will to access the unit?

A: In Leisure World, a Will does not grant access. A Trust or court authority is required.

Q: Why can’t we turn off the electricity?

A: Smoke alarms are hardwired, and refrigerators often must stay on to prevent damage and issues.

Q: Why can’t the family just stay in the unit?

A: Occupancy is regulated by the Mutual and GRF. Rules vary and must be confirmed.

Q: Why is selling here different than a condo?

A: Leisure World uses stock certificates, GRF membership, and Mutual approvals, not standard deed-only transfers.

Q: Why do we need so many death certificates?

A: Banks, DMV, insurance, and other institutions each require certified copies.

A Note from Mark Hughes at Leisure Life

We specialize exclusively in the unique ownership structure and resale process of Leisure World Seal Beach. When families are under stress, details matter—and this community has more details than almost any other in Southern California. If your family ever needs guidance, clarity, or simply someone who knows how this place really works, we’re here.

818-480-2864