

DISCLOSURE PACKET REQUEST FORM- Rolling Ridge Condo Asocaiton

E-mail this form to: HOA@JFCCPA.COM

-Or-

Fax this form to: 703-444-0813

Disclosure Fees:

\$125 for disclosure package- Payable to Joan Clark, CPA

Add \$50 for 1 week expedited

Note: The property owner's act of Virginia gives the association fourteen days from the date of receipt of this request to provide disclosure packages.

Payment is appreciated now however if you wish to wait until settlement, you may do so. If fees are not paid by the closing date the owner will be responsible for the cost and all associated late fees.

Build and send a Disclosure Package for the referenced property below

Settlement Date: _____

Seller (Owner) Requesting Packet: _____

Property Address: _____

Buyers/Sellers Real Estate Agent: _____

Buyers/Seller Agent Phone: _____

Buyers Agent E-mail: _____

Sellers Agent E-mail: _____

Delivery Options (check one): Electronic (E-mail) Regular Mail Hard copy pick up

Call or e-mail the following to coordinate hard copy pick up:

Name _____ Phone _____ E-mail _____

___ Mail Disclosure Package to: (provide regular mail and or e-mail address):

New Homeowner: _____

Realator: _____

Other: _____

Signature of Seller or Authorized Agent

Telephone Number

E-mail: _____