



FOREST RIDGE HOMEOWNERS ASSOCIATION

P. O. Box 493, Sterling, Virginia 20167-0493

forest-ridge.org

RESALE DISCLOSURE PACKET REQUEST

(Please print clearly)

Property Address: _____

FRHOA Account Number: _____ Date of Request: _____

Current Owners: _____

Real Estate Agent: _____

POC for this request: _____

Phone: _____ E-Mail: _____

Electronic Resale Packet \$100

Resale Packet Update Only \$25

Hard Copy Resale Packet \$100

New Inspection & Certificate \$25

Date Mailed: _____

Payment Included

Pay at Settlement
(Agent requests only)

Fee for resale packets is \$100.00, updates are \$25, due at the time of the request. Payment may be made by check or money order, payable to "FRHOA." Payment at settlement is only available to requests from real estate agents. Processing time is 14 days, beginning with receipt of the request.

The seller, buyer, or their agent must receive the resale packet and should be listed as the POC. For a hard copy packet, we will contact you to arrange delivery or pick up.

Complete and email this form to resale@forest-ridge.org. If you are paying now, snail-mail a copy of this form and payment to FRHOA Resale, PO Box 493, Sterling VA 20167-0493. We will email you when your request is received. Direct questions to the coordinator at resale@forest-ridge.org.

In submitting this request, I acknowledge and understand that the FRHOA has a statutory right (Va. Code 55-509.5) to inspect the exterior of the dwelling unit and the lot including fenced areas pursuant to its obligation to produce the requested resale disclosure packet, which packet must include a statement as to the lot's compliance (or not) with the restrictive covenants, rules/regs, architectural standards, etc.

HOA USE ONLY

No: _____ Date Received: _____ Date Due: _____

Date Paid: _____ Check No: _____ Annual Assessment Due: _____

Insp: _____ Insp Req: _____ Insp Rec'd: _____ Violations: _____

Date Signed: _____ Date Notified: _____ Date Delivered: _____