

George Mason Forest Homeowners Association

Fairfax, VA 22032

GMF HOA Disclosure Package Request Form

PLEASE TYPE OR PRINT LEGIBLY

Seller (Owner) Requesting Packet: _____

Property Address: _____ **Lot number:** _____

Phone Number: _____

Delivery Options:

- Call for pick up: Contact name:** _____
- Ship to:** _____

Note: Because these are legal documents, packets will not be sent via regular mail. GMFHOA can ship the packet via expedited mail to a street address (not a PO Box) for an additional \$25 fee.

I am requesting a Disclosure (Resale) Package for the above referenced property

Complete this form and email Secretary@GMFHOA.org, postal mail or hand deliver to Fred Knowles (Secretary) at 9994 Ashley Manor Court, Fairfax, VA 22032. Notify the recipient prior to mailing to ensure availability of individual for prompt processing. If Secretary is unreachable, contact President. Go to the website at www.gmfhoa.org for list of GMFHOA Board contact information. A check in the amount of \$100.00 (\$125 if requesting expedited mail) made payable to **GMF HOA** must be provided when the prepared package is picked up, as per Code of Virginia §55-509.7.

Indicate in which format you request the Disclosure Packet. Paper Copy Compact Disk (CD)

The Code of Virginia §55-509.5 allows the Association fourteen (14) days from the date of receipt of this Request to provide the Disclosure Package. The Disclosure Packet includes a certification of known non-compliance with the Restrictive Covenants; the process will include a review of the exterior of the house by the Architectural Control Committee (ACC).

Signature of Seller or Authorized Agent

Telephone Number

Treasurer: Assessment paid for current year _____

Architectural Control Committee: Property currently in compliance with restrictive covenants.
_____ Yes _____ No, see attached for explanation

Date of Receipt of Written Request: _____

Check number: _____

Date Package Completed: _____

Date of Check: _____

Printed name of person receiving package: _____

Signature: _____ **Date:** _____