



# Reston Association Disclosure Document Request Form

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_ Unit # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

I, \_\_\_\_\_ Owner  Agent

Request disclosure information about the Reston Association according to the terms of the Virginia Property Owners' Association Act (POAA). The POAA requires the Reston Association to release the documents ONLY to the Owner or his/her authorized agent. If the undersigned is an agent of the Owner, please attach to this form the Owner's letter of authorization or Power of Attorney.

Agent's Name \_\_\_\_\_ Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

POAA Packet will be picked up by: Owner  Agent

The Disclosure Documents will be available for pick-up fourteen (14) days after the request has been received. If the "ready date" falls on a Saturday, the Disclosure Documents will be available for pick-up the preceding Friday. Please note that to prepare the Disclosure Documents, the Reston Association will inspect the Owner's property and MAY need to go on to the property to do so.

Signature of Requestor \_\_\_\_\_ Day Time Phone and Email Address \_\_\_\_\_

## Reston Association's Disclosure Document Fee Schedule:

- **Single Family/Town House** Paper/CD = \$200
- **Condominium/Commercial Property** Paper/CD = \$140

In an effort to mitigate the costs associated with producing the Disclosure Packet, Reston Association has moved to a hybrid manner of providing the required documentation to contract sellers in the form of a CD and the information on the specific residential unit or lot provided in paper format. This move is in line with the Association's effort to becoming a "GREEN" community.

**PAID BY:** Visa **OR** Master Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
*Please circle card type.*

Personal Check  Certified Check  Money Order  **Staff Initials** \_\_\_\_\_

Date Received: \_\_\_\_\_ Request # \_\_\_\_\_

**REQUEST MADE BY:** Fax  Mail  Phone  In Person

**Reston Association, 1930 Isaac Newton Square, Reston, Virginia 20190-5093**  
**Telephone: 703-435-6530 Fax: 703-673-2040 Web: www.reston.org**