

Hethwood Foundation

750 Hethwood Blvd, Apt. 100 H
Blacksburg, Va. 24060
Voice 540/552-5252 Fax 540/552-2830

Disclosure Packet/Resale Certificate and Associated Fees and Invoice

The resale certificate of the association disclosure packet must be delivered in the format requested by the seller or the seller's agent (hard copy or electronic format). The association normally has 14 days to deliver the packet.

Initial Disclosure Packet (14 day delivery)	\$25.00
Initial Property Inspection Fee	\$15.00
Post-Closing Fee	<u>\$10.00</u>
	\$50.00
Rush Packet Fee (5 day delivery)	\$30.00 (in addition to initial packet cost)
Updates for Purchaser or Seller Includes a copy of the original plus update (10 day delivery)	\$30.00
Financial Update Requested by Settlement Agent Includes a copy of the original plus update (3 day delivery) (Individual Property)	\$35.00
Updated Property Inspection Fee	\$25.00
Overnight or Other Delivery Fees	\$ at cost

The following neighborhoods are professionally managed and have an associated disclosure packet and fees in addition to the Hethwood packet.

Chowning Place	Managed by: Coldwell Banker Townside Realtors	Phone: 540.552.6500
	220 Professional Park Dr.	
	Blacksburg, VA. 24060	Disclosure Packet Fee \$56.00
Haymarket Square	Managed by: Appalachian Management	Phone: 540.382-0584
	P.O. Box 10878	
	Blacksburg, VA 24060	Disclosure Packet Fee \$50.00

TOTAL FEE DUE FOR PACKET \$ _____ PLEASE MAKE CHECK PAYABLE TO:
HETHWOOD FOUNDATION, INC.



REQUEST FOR DISCLOSURE PACKET

Please mail, fax, email or hand deliver request to:

Hethwood Foundation, Inc. 750 Hethwood Blvd., Apt. 100H Blacksburg, VA 24060
Voice: 540.552.5252 Fax: 540.552.2830 cbspowers@hethwoodfoundation.com,
cemiles@hethwoodfoundation.com www.hethwoodfoundation.com

Date Request Received

Date Packet Needed

Requesting Person/Seller's Agent

Name of Real Est. Co.

Circle method of delivery requested: You Pick-Up USPostal Electronic Overnight
We Hand Deliver

If you do not pick up the packet, you will be billed for actual delivery costs.

Contact Number: _____

Contact Number: _____

Address of Property: _____

Phase and Lot #: _____

Purchaser's Full Legal Name & Address:

Seller's Full Legal Name & Address:

Contact Number: _____

Contact Number: _____

Closing Attorney: _____

Contact Number: _____

Address: _____

PLEASE ALLOW TEN (10) DAYS FOR PREPARATION OF PACKAGE.

FOR FOUNDATION USE ONLY:

Date Disclosure Packet Request Received: _____ Received via email in person letter

Packet Picked-Up by _____ Date _____

Packet Delivered How? _____ Date _____

Fee Received: _____ Check Number: _____ Invoice Number: _____

Acknowledgement Form Received: _____

Disclosure Package Notice Received: _____