

Halstead Glen Cluster Association- DISCLOSURE PACKET REQUEST FORM

E-mail to: Lisa@SpectrumPropertyMGT.com

Mail this form to:

-OR-

Halstead Glen Cluster Association
c/o Spectrum Property Management
PO BOX 1562
Great Falls, VA 22066

Build and send a Disclosure Package for the referenced property below:

Settlement Date: _____ Seller's Realtor: _____

SELECT YOUR ORDER

Property Inspection (required)

AND

Full Resale Disclosure Packet

Resale Disclosure Update (only to update Full Packet orders processed within the last 12 mo)

Please expedite (7 days)

Seller (Owner) Requesting Packet: _____

Property Address: _____

Phone: _____ Email: _____

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

_____ Mail Disclosure Package to (provide regular US mailing address):

Name: _____

Address: _____

Phone: _____ Email: _____

NOTE: Halstead Glen is subject to the Reston Association. Buyers must also request a resale packet from Reston Association which is the master association.

Halstead Glen Disclosure Fees- Payable to Spectrum Property Management

\$75	Property Inspection (required)
\$145	Resale Disclosure Documents (electronic)
\$175	Resale Disclosure Documents (paper)
\$55	Resale Disclosure Update
\$55	Expedited Fee (7 days)

By signing below, I acknowledge and understand that the resale documents are being provided as a service and as such, payment must be made regardless of whether or not the sale of the property is completed. I acknowledge that if payment is not made by the seller at closing sooner than 60 days from the date of this request, the seller or their agent will promptly provide payment 60 days from the date of this request.

Printed Name

Date

Signature of Seller or Authorized Agent