

DISCLOSURE PACKAGE REQUEST FORM

Account # _____

1) Requested By: _____ of _____

Phone: _____

Village _____ Lot # _____

Physical Address: _____

Seller: _____

I understand that a member(s) of the KCOA staff will enter onto my lot and do a front and backyard inspection within the next 7-10 days (1-3 if this is a rush order) for the purpose of my resale disclosure packet required by state law. I agree to indemnify and hold harmless the staff and KCOA from any and all claims.

*I do _____ or do not _____ have a dog that stays in my rear fenced yard.

Signature of Owner _____ Print Name _____

*****Office Use Only*****

Pick Up Date: The **Afternoon** of _____ M T W R F

Order Taken By: _____ Date: _____

Payment Received: Amount \$ _____ Check # _____ Rush order _____

2) VCKOA (Reserve Balance) _____ as of: _____

Sub-Assoc. (Reserve Balance) _____ as of: _____

Past Due Assessments: _____

Current: Yes No Paid Thru: _____

Current Loan: _____

Verified by: _____ Date: _____

4) VIOLATIONS: None Violation _____

Inspection Done By: _____ Date: _____

TOPs files checked Yes No Pre-existing violations from TOPs are:

5) PREPARED BY: _____ Date: _____