

The form to request a Resale Packet is attached.

Please note that we have up to 14 days from the date that we receive the completed form to process your request. Please indicate if you would like the packet emailed, mailed, or picked-up.

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**CAVALIER MANAGEMENT - FEE SCHEDULE:**

Inspection of exterior of the Unit: \$100.00

Preparation & Delivery of resale packet, HARD COPY: \$150.00

Preparation & Delivery of resale packet, ELECTRONIC COPY: \$125.00

Expediting fee (delivered within five business days of request): \$50.00

Additional hard copy: \$25.00

Mailing fee (mailed priority): \$6.70, or current USPS Flat Rate Priority Envelope rate

Post-closing fee aka Transfer fee: \$50.00

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Should you have any questions, please feel free to contact me.

Thanks,

**Jillian Uvena Cullinane, CMCA**  
**Cavalier Management, Inc.**

Physical Address:

17739 Main Street, Suite 340

Dumfries, VA 22026

Mailing Address:

P.O. Box 370

Dumfries, VA 22026

Direct: 571-208-7845

Email: [jilliancavaliermgmt@gmail.com](mailto:jilliancavaliermgmt@gmail.com)

# CAVALIER MANAGEMENT, INC.

MAILING ADDRESS:  
P.O. Box 370  
Dumfries, VA 22026

D. 571-208-7845  
jilliancavaliermgmt@gmail.com

PHYSICAL ADDRESS:  
17739 Main Street, Suite 340  
Dumfries, VA 22026

## REQUEST FOR DISCLOSURE PACKET FORM

DATE: \_\_\_\_\_

COMMUNITY: \_\_\_\_\_ PROPERTY ADDRESS: \_\_\_\_\_

PERSON REQUESTING DISCLOSURE PACKET: \_\_\_\_\_

PHONE#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PROPOSED DATE OF SETTLEMENT: \_\_\_\_\_

SELLER(S) NAME: \_\_\_\_\_

BUYER(S) NAME: \_\_\_\_\_

### TITLE COMPANY CONTACT INFORMATION

NAME/POINT OF CONTACT: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

#### METHOD OF DELIVERY

(CHECK ONE): ↴

PICK-UP

MAIL  
(\$6.70 mailing fee)

EMAIL

FOR THE FOLLOWING HOAS:

- 410 CONDO
- CARDINAL WOODS HOA
- DALE CITY 4TH HOA
- LAURENWOOD ESTATES HOA
- STONEBRIDGE HOA
- TOWNS OF FOREST HILLS HOA
- WILLIAMSTOWN HOA

MAILING/EMAIL  
ADDRESS & NAME: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DO YOU NEED  
THIS EXPEDITED?  
(CHECK ONE): →

RUSH: \$50.00 -  
TO BE DELIVERED  
WITHIN FIVE  
BUSINESS DAYS OF  
REQUEST

YES  NO

TIME OF PAYMENT:

(CHECK ONE): →

- Prior to settlement  
 At settlement

\*\*Please note that the Management company has 14 days from the date of request to process, prepare, and deliver the disclosure packet.\*\*