



RESALE CERTIFICATE REQUEST FORM

PROPERTY ADDRESS: _____

CONTACT NAME: _____

CONTACT PHONE NO.: _____

CLOSING DATE: _____

NEED RESALE CERT. BY (DATE): _____

RESALE CERTIFICATE RECEIPT:

(Please circle one)

PICK UP HARDCOPY

*EMAIL

*EMAIL ADDRESS (IF EMAILING INFO.) _____

DOMINION HOA RESALE CERTIFICATE FEE \$150.00
COTTAGE ESTATES RESALE CERTIFICATE FEE \$50.00
ADDITIONAL RUSH FEE \$100.00

Resale Certificates are **typically completed and ready for pickup within 3-5 business days** after request is received. Requesting a **rush fee** will ensure completion within 24 hours. Payment must be received in our HOA office at time of pick up or (if emailing) prior to email delivery