



# COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

Ralph S. Northam  
Governor

## MEMORANDUM

Brian Ball  
Secretary of  
Commerce and Trade

TO: All Associations Registered with the Common Interest Community Board  
All Licensed Common Interest Community Managers

FROM: Trisha L. Henshaw, Executive Director  
Common Interest Community Board

DATE: May 15, 2019

SUBJECT: Revised Property Owner's Association Act Disclosure Packet Notice and  
Condominium Unit Owners' Association Resale Certificate Notice Effective  
July 1, 2019

Effective July 1, 2019, the current Property Owners' Association Disclosure Packet Notice and Condominium Unit Owners' Association Resale Certificate Notice will be revised to reflect a change in state law.

On March 14, 2019, the Common Interest Community Board ("the Board") adopted revisions to the Property Owner's Association Act Disclosure Packet Notice, and Condominium Unit Owners' Association Resale Certificate Notice. In accordance with the requirements of HB 2019, passed during the 2019 General Assembly Session, and approved by the Governor, the notices are being revised to reflect that regular or special assessments collected by an association may be used for the construction or maintenance of stormwater management facilities.

The revised POA Act Disclosure Packet Notice and Condominium Unit Owners' Association Resale Certificate Notice will be available beginning July 1, 2019 on the Board's website, and can be accessed at [http://www.dpor.virginia.gov/CIC-Board/Disclosure\\_Notices/](http://www.dpor.virginia.gov/CIC-Board/Disclosure_Notices/). Please be advised that failure to provide the required notice as part of a disclosure packet or resale certificate may be a violation of the POA Act or the Condominium Act. If you have questions or need additional information, feel free to contact the office of the Board by phone at (804) 367-8510 or email at [cic@dpor.virginia.gov](mailto:cic@dpor.virginia.gov).