FirstService Residential
3975 Fair Ridge Drive, Suite 210-South
Fairfax, VA 22033
(703) 385-1133 • Fax: (703) 591-5785

Processed by WelcomeLink

Memorandum

August 13, 2026

TO: scott@scottfortney.net, david@lastrahomes.com, matthewfunkhouser13@gmail.com
FR: Resale and Lender Processing Department
RE: Important Information Regarding Transfer of Title to New Owners

Attached is the completed Certificate you recently requested from FirstService Residential. Please review it carefully.

Updated certificates may be obtained within 365 days from the date of the original letter at a reduced charge. Please log on to https://secure.welcomelink.com/resale/mg/AS and access "My Orders" to request an update. If you request an update after 365 days, the entire processing fee will apply.

PLEASE NOTE: Verbal updates will not be provided; please do not request them.

IMPORTANT: Our goal is to process closing paperwork as quickly and efficiently as possible. Following these instructions will allow this transfer to be a smooth process for both buyer and seller. Immediately upon settlement, the following items must be returned to: **3975 Fair Ridge Drive Suite 210-South Fairfax VA 22033**

1. Complete Signed Resale Certificate
2. HUD-1 Statement
3. All Monies Due

Be sure to submit separate checks for all monies due, as noted on the Resale Certificate. If separate checks are not received, the improper payment will be returned and separate checks will be requested. This will delay the transfer process.

Please ensure that all parties attending settlement understand the importance of promptly completing and forwarding to us the items requested above. Timely completion of this process is necessary for: 1) accurate billing to the new owner; 2) accurate and timely mailing of important communications from the Association's Board of Directors to the new owners; and 3) establishment of the new owner's access to Association Facilities.

In addition, please note that issuance of this Resale Disclosure Package is contingent upon full payment of all processing fees associated with this transfer. If any payment submitted is not honored, the Certificate will be invalid.

As always, we appreciate the opportunity to serve you. If you have questions regarding your Resale & Lending Documents, please contact the Resale and Lender Processing Department at (703) 385-1133.

Thank you in advance for your cooperation!

FirstService Residential

FirstService
RESIDENTIAL

Settlement Remittance Page
(Required to be completed and Returned to Management)

REMITTANCE ADDRESS:

FirstService Residential
Attn: Settlements
3975 Fair Ridge Drive
Fairfax, VA 22033

Instructions: The Settlement Agent is required to complete the remittance form and return it to the address above within two business days after the settlement takes place. It must include all applicable closing payments (separate checks for each item) and one of the following closing documents HUD1, ALTA Statement, Settlement Statement or Deed.

Please instruct the seller to stop automatic payments upon closing.

Settlement Date:	
Comple Unit Address:	
Seller's Name(s):	
Seller's Address: (**required for potential refunds or correspondence**)	
Buyer's Name(s):	
Buyer's Phone Number:	
Buyer's Email:	
Buyers Billing Address: (**if different from unit**)	

Settlement Agent's Name:	
Settlement Agent's Phone:	
Settlement Agent's Email:	

Note: Failure to submit the required documents will result in delays in updating owner accounts.

Commonwealth of Virginia
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, VA 23233-1485
804-367-8510
www.dpor.virginia.gov

Department of Professional and Occupational Regulation

Common Interest Community Board
COMMON INTEREST COMMUNITY ASSOCIATION RESALE CERTIFICATE

Section 55.1-2310 of the Resale Disclosure Act in the *Code of Virginia* requires this standard resale certificate.

The unit being purchased is in a development subject to the Virginia Condominium Act, the Virginia Property Owners' Association Act or the Virginia Real Estate Cooperative Act. Properties subject to these acts are considered "common interest communities" under the law and are governed by common interest community owners' associations ("association"). Units in common interest communities are subject to the Virginia Resale Disclosure Act that requires disclosure of information about the common interest community and its association on this resale certificate.

Under the Resale Disclosure Act, the Common Interest Community Board establishes the fees that may be charged for preparation and delivery of the resale certificate. No association may collect these fees unless the association (i) is registered with the Common Interest Community Board; (ii) is current in filing the most recent annual report and fee with the Common Interest Community Board pursuant to § 55.1-1835, § 55.1-1980, or § 55.1-2182; and (iii) provides the option to receive the resale certificate electronically.

Important Notice for Purchasers

The contract to purchase a unit in a common interest community association is a legally binding document. The purchaser may have the right to cancel the contract after receiving the resale certificate.

The purchaser is responsible for examining the information contained in and provided with this resale certificate. The purchaser may request an update of the resale certificate from the association.

The following disclosures are being made pursuant to § 55.1-2310 of the Virginia Resale Disclosure Act.

1. **Contact information:**
   Contact information for the preparer of the resale certificate and any managing agent is attached. *See Appendix 1.*

2. **Governing documents and any rules and regulations:**
   Copies of the association governing documents and rules and regulations are attached. *See Appendix 2.*

3. **Restraints on alienation:**
   Details regarding any restraint on free alienability of any of the units (if any) is included in the attached. *See Appendix 3.*

4. **Association assessments:**
   The association levies assessments payable by the owners to the association for common expenses. *See Appendix 4.*

5. **Association fees:**
   Details on fees charged to the owner of the unit by the association are included in the attached. *See Appendix 5.*

6. **Other entity or facility assessments, fees, or charges:**
   Details on whether the owner is or is not liable to any other entity or facility for assessments, fees, or other charges due to ownership of the unit are included in the attached. *See Appendix 6.*

7. **Association approved additional or special assessments:**
   Details on whether the association has or does not have other approved additional or special assessments due and payable to the association are included in the attached. *See Appendix 7.*

8. **Capital expenditures approved by the association:**
   Details on whether the association does or does not have approved capital expenditures for the current and succeeding fiscal years are included in the attached. *See Appendix 8.*

9. **Reserves for capital expenditures:**
   Details on whether the association does or does not have reserves for capital expenditures and whether the association has or has not designated some portion of those reserves for a specific project(s) are included in the attached. *See Appendix 9.*

10. **Balance sheet and income and expense statement:**
    The association's most recent balance sheet (if available) and most recent income and expense statement (if available) are included in the attached. *See Appendix 10.*

11. **Current operating budget of the association:**
    The association's current operating budget is included in the attached (if available). *See Appendix 11.*

12. **Reserve Study:**
    A copy of the association's current reserve study (if available) or summary of the current reserve study (if available) are included in the attached. *See Appendix 12.*

13. **Unsatisfied judgements and pending actions:**
    Details on whether or not there are unsatisfied judgements or pending actions in which the association is a party that could have a material impact on the association, the owners, or the unit being sold are included in the attached. *See Appendix 13.*

14. Insurance coverage:
Details on any insurance coverage provided by the association for the benefit of the owners, including fidelity coverage, are attached. The association may or may not recommend or require that owners obtain insurance coverage. *See Appendix 14.*

15. Written notice from the association:
Details regarding any written notice(s) given or received by the association that any existing uses, occupancies, alterations or improvements in or to the unit being sold or to the limited elements assigned thereto violate a provision of the governing documents or rules and regulations are included in the attached. *See Appendix 15*.

16. Written notice from a governmental agency:
Details regarding any written notice(s) received by the Board from a governmental agency of a violation of environmental, health, or building code with respect to the unit being sold, the limited elements assigned thereto, or a portion of the common interest community that has not been cured are included in the attached. *See Appendix 16.*

17. Board meeting minutes:
A copy of any approved minutes of meetings of the Board held during the last six months is included in the attached (if applicable). *See Appendix 17.*

18. Association meeting minutes:
A copy of any approved or draft minutes of the most recent association meeting is included in the attached (if available). *See Appendix 18.*

19. Leasehold estates:
Details regarding any existing leasehold estate affecting a common area or common element in the common interest community are included in the attached (if applicable). *See Appendix 19.*

20. Occupancy limitations:
Details on whether or not the association has any limitation(s) in the governing documents on the number or age of persons who may occupy the unit as a dwelling are included in the attached. *See Appendix 20.*

21. United States flag restrictions:
Details of whether or not the association has any restriction(s), limitation(s), or prohibition(s) on the right of an owner to display the flag of the United States, including any reasonable restrictions as to size, time, place, and manner of placement or display of such flag are included in the attached. *See Appendix 21.*

22. Solar energy restrictions:
Details of any restriction(s), limitation(s), or prohibition(s) the association may have on the right of an owner to install or use solar energy collection devices on the owner's unit or limited element are included in the attached. *See Appendix 22.*

23. Sign restrictions:
Details of any restriction(s), limitation(s), or prohibition(s) on the size, placement, or duration of display of political, for sale, or any other signs on the property are included in the attached. *See Appendix 23.*

24. Parking or vehicle restrictions:
Details of any parking or vehicle restriction(s), limitation(s), or prohibition(s) in the governing documents or rules and regulations are included in the attached. *See Appendix 24*.

25. **Home-based business restrictions:**
Details of any restriction(s), limitation(s), or prohibition(s) on the operation of a home-based business that otherwise complies with all applicable local ordinances are included in the attached. *See Appendix 25.*

26. **Rental restrictions:**
Details of any restriction(s), limitation(s), or prohibition(s) on an owner's ability to rent the unit are included in the attached. *See Appendix 26.*

27. **[Real Estate Cooperatives Only] Tax deductibility statement:**
A statement as to the deductibility for federal income tax purposes by the owner of real estate taxes and interest paid by the association will be included in the attached, when applicable. *See Appendix 27.*

28. **Pending sales or encumbrances:**
Details of any pending sale(s) or encumbrance of common elements are included in the attached. *See Appendix 28.*

29. **Secondary mortgage market agency approvals:**
Details of any known project approval(s) currently in effect issued by secondary mortgage market agencies are included in the attached. *See Appendix 29.*

30. **Certification:**
The association has filed with the Common Interest Community Board the annual report required by law. *See Appendix 30.*

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Resale Certificate AS-B02119

The Council of Owners of the Fountains Condominium
This certificate has been prepared on August 13, 2026
on behalf of Matthew Funkhouser, owner(s) of
301 N Beauregard St, Apt 908, Alexandria, VA 22312

Pursuant to **SECTION 55.1-2316** of the Resale Disclosure Act of Virginia, an association may charge fees for preparation, delivery, and expedited delivery of a resale certificate, an updated resale certificate, or financial update and for the inspection of a unit performed to prepare the resale certificate or updated resale certificate. Unless provided otherwise by the association, the appropriate fees shall be paid when the resale certificate, updated resale certificate, or financial update is requested. The seller shall be responsible for all fees associated with the preparation and delivery of the resale certificate, including any fees for inspection of the unit.

The Resale Disclosure Act of Virginia, **SECTION 55.1-2310**, refers to specific information and statements to be obtained from the unit owners' association and provided to the purchaser prior to the contract date of disposition. This Resale Certificate is in response to those specific requirements.

Any unit owner, either as seller or purchaser, should review carefully this Resale Certificate, including the statements included herein, and all associated documents enclosed. Please consult with your real estate agent or attorney pertaining to any specific questions or concerns.

APPENDIX 1 The name, address, and phone numbers of the preparer of the resale certificate and any managing agent of the association are required to be disclosed under **SECTION 55.1-2310 A.1** of the Resale Disclosure Act.

Prepared By: FirstService Residential
As Managing Agent for: The Council of Owners of the Fountains Condominium
CIC Manager License No.: 0501000216
Address: 3975 Fair Ridge Drive
Fairfax, VA 22033
Phone: (703) 385-1133
Email: resale.east@fsresidential.com

APPENDIX 2 The governing documents and any rules and regulations of the association are required to be disclosed under **SECTION 55.1-2310 A.2** of the Resale Disclosure Act.

SEE ENCLOSED GOVERNING DOCUMENTS AND RULES AND REGULATIONS

APPENDIX 3 A statement disclosing any restraint(s) on the alienability (e.g. transfer, sale, or lease) of the unit for which the resale certificate is being issued is required under **SECTION 55.1-2310 A.3** of the Resale Disclosure Act.

THE ASSOCIATION INSTRUMENTS DO NOT CREATE ANY RIGHTS OF FIRST REFUSAL OR OTHER RESTRAINTS PER SE ON FREE ALIENABILITY OF THE UNITS. HOWEVER, THE COVENANTS, CONDITIONS AND RULES/REGULATIONS SET FORTH IN THE GOVERNING DOCUMENTS DO IMPOSE CERTAIN RESTRICTIONS THAT ARE BINDING ON ALL OWNERS AND OCCUPANTS. THESE SHOULD BE REVIEWED AND UNDERSTOOD BY ALL SUCCESSORS IN TITLE TO THESE UNITS.

APPENDIX 4 A statement of the amount and payment schedules of assessments and any unpaid assessments currently due and payable to the association is required under **SECTION 55.1-2310 A.4** of the Resale Disclosure Act.

Assessment: **$957.65 due Monthly on the 1st day of the payment period**

The following amount is the balance for the lot as of 08/12/2026: **Total balance: $0.01 Balance includes August 2026 dues**

APPENDIX 5 A statement of any other fees due and payable by an owner of the unit is required under **SECTION 55.1-2310 A.5** of the Resale Disclosure Act.

Prepayment of Assessments:	**$1,915.30 (amount due from buyer at closing, payable to The Council of Owners of the Fountains Condominium)**
Move-In Fee:	**$300.00 (Nonrefundable fee due at closing - must be a separate check)**
Elevator Deposit = 150.00:	**$150.00 (May be refunded once inspection verifies no damages. DO NOT COLLECT AT CLOSING - COLLECTED ON-SITE)**
Payable to FirstService Residential:	**$70.66 (New Account Set Up Fee - Must be a separate check to management)**
Interest per Annum:	**8% per annum is imposed on payments not paid N/A.**
Late Charge:	**8% (will be attached to any assessment received 15 day(s) after due date)**
Resale Disclosure Fee:	**$70.66 (Payment in full has been received)**

APPENDIX 6 A statement of any other entity or facility to which the owner of the unit being sold may be liable for assessments, fees, or other charges due to the ownership of the unit is required under **SECTION 55.1-2310 A.6** of the Resale Disclosure Act.

NO PORTION OF THIS ASSOCIATION IS PART OF ANY OTHER ENTITY OR FACILITY TO WHICH THE UNIT OWNER IS LIABLE FOR FEES OR OTHER CHARGES

APPENDIX 7 A statement of the amount and payment schedule of any approved additional or special assessment and any unpaid additional or special assessment currently due and payable is required under **SECTION 55.1-2310 A.7** of the Resale Disclosure Act.

AT THIS TIME, THERE ARE NO APPROVED FUND EXPENDITURES THAT REQUIRE AN ASSESSMENT BEYOND THE REGULAR ASSESSMENT.

APPENDIX 8 A statement of any capital expenditures approved by the association for the current and succeeding fiscal years is required under **SECTION 55.1-2310 A.8** of the Resale Disclosure Act.

Elevators, mailboxes and hallways.

APPENDIX 9 A statement of the amount of any reserves for capital expenditures and of any portions of those reserves designated by the association for any specified projects is required under **SECTION 55.1-2310 A.9** of the Resale Disclosure Act.

The Board of Directors has the discretion to spend reserve funds for specific projects as the need arises. Such expenditures (example: asphalt street repairs) are not normally placed before the membership for discussion, but are a part of the regular business operations of the community. Any prospective purchaser can inquire with the management agent or Board of Directors to ascertain any immediately pending projects within the community that would require the use of reserve funds. The current status and amount of all reserve for replacement funds are itemized in the most recent fiscal year audit report.

contact management

SEE ENCLOSED BUDGET, FINANCIAL STATEMENTS, AND RESERVE STUDY

APPENDIX 10 The most recent balance sheet and income and expense statement, if any, of the association are required to be disclosed under **SECTION 55.1-2310 A.10** of the Resale Disclosure Act.

SEE ENCLOSED BALANCE SHEET AND INCOME AND EXPENSE STATEMENT

APPENDIX 11 The current operating budget of the association is required to be disclosed under **SECTION 55.1-2310 A.11** of the Resale Disclosure Act.

SEE ENCLOSED OPERATING BUDGET

APPENDIX 12 The current reserve study, or a summary of such study, is required to be disclosed under **SECTION 55.1-2310 A.12** of the Resale Disclosure Act.

SEE ENCLOSED RESERVE STUDY OR SUMMARY

APPENDIX 13 A statement of any unsatisfied judgments against the association and the nature and status of any pending actions in which the association is a party and that could have a material impact on the association, the owners, or the unit being sold are required under **SECTION 55.1-2310 A.13** of the Resale Disclosure Act.

NONE NOTED AT THIS TIME

APPENDIX 14 (i) A statement describing any insurance coverage provided by the association for the benefit of the owners, including fidelity coverage, and any other insurance coverage recommended or required to be obtained by the owners and (ii) a statement indicating that the governing documents may make an owner responsible for payment of all or part of the deductible when making a claim against such insurance is required under **SECTION 55.1-2310 A.14** of the Resale Disclosure Act.

The council of unit owners maintains property and liability coverage for all common element property. These governing documents may make an owner responsible for payment of all or part of the deductible when making a claim against such insurance. Copies of the Association's policies are available for inspection as follows:

Insurance Company: HMS Insurance Associates
Agent: Marsh McLennan
Address: 20 Wight Ave , Suite 300
Hunt Valley, MD 21030
Phone: 443-632-3380
Fax: 410-337-0551

MEMBERS SHALL OBTAIN THEIR OWN INSURANCE COVERAGE ON THEIR UNITS

The terms of the policies prevail over the above description.

APPENDIX 15 A statement as to whether the board has given or received written notice that any existing uses, occupancies, alterations, or improvements in or to the unit being sold or to the limited elements assigned thereto violate any provision of the governing documents or rules and regulations together with copies of any notice(s) is required under **SECTION 55.1-2310 A.15** of the Resale Disclosure Act.

THERE ARE NO WRITTEN NOTICES OF VIOLATIONS OF THE GOVERNING DOCUMENTS FOR THIS ADDRESS IN OUR FILES AS OF THIS DATE. THIS DOES NOT MEAN THAT THERE ARE NO VIOLATIONS AND IT DOES NOT PREVENT ACTION BY THE ASSOCIATION FOR ANYTHING THAT MAY EXIST THAT IS A VIOLATION OF THE GOVERNING DOCUMENTS OF THE ASSOCIATION.

APPENDIX 16 A statement as to whether the board has received written notice from a governmental agency of any violation of environmental, health, or building codes with respect to the unit being sold, the limited elements assigned thereto, or any other portion of the common interest community that has not been cured is required under **SECTION 55.1-2310 A.16** of the Resale Disclosure Act.

THERE ARE NONE KNOWN TO THE ASSOCIATION

APPENDIX 17 A copy of any approved minutes of meetings of the board held during the last six months is required to be disclosed under **SECTION 55.1-2310 A.17** of the Resale Disclosure Act.

SEE ENCLOSED BOARD MINUTES

APPENDIX 18 A copy of any approved or draft minutes of the most recent association meeting is required to be disclosed under **SECTION 55.1-2310 A.18** of the Resale Disclosure Act.

SEE ENCLOSED MEETING MINUTES

APPENDIX 19 A statement of the remaining term of any leasehold estate affecting a common area or common element, as those terms are defined in SECTION 55.1-1800, 55.1-1900, and 55.1-2100 in the common interest community and the provisions governing any extension or renewal of such leasehold are required under **SECTION 55.1-2310 A.19** of the Resale Disclosure Act.

N/A

APPENDIX 20 A statement of any limitation(s) in the governing documents on the number or age of persons who may occupy a unit as a dwelling is required under **SECTION 55.1-2310 A.20** of the Resale Disclosure Act.

NONE NOTED AT THIS TIME

APPENDIX 21 A statement setting forth any restriction(s), limitation(s), or prohibition(s) on the right of any owner to display the flag of the United States, including reasonable restrictions as to the size, time, place, and manner of placement or display of such flag is required under **SECTION 55.1-2310 A.21** of the Resale Disclosure Act.

No flags are permitted to be hung from the exterior of the building or balconies.

APPENDIX 22 A statement setting forth any restriction(s), limitation(s), or prohibition(s) on the right of any owner to install or use solar energy collection devices on the owner's unit or limited element is required under **SECTION 55.1-2310 A.22** of the Resale Disclosure Act.

No Owner shall alter the exterior of the building.

APPENDIX 23 A statement setting forth any restriction(s), limitation(s) or prohibition(s) on the size, placement, or duration of display of political, for sale, or any other signs on the property is required under **SECTION 55.1-2310 A.23** of the Resale Disclosure Act.

Does the Association have any restriction(s), limitation(s), or prohibition(s) on the size, placement, or duration of display of political, for sale, or any other signs on the property?

Yes

Political Signs: No signs are permitted
For Sale Signs: No signs are permitted

APPENDIX 24 A statement identifying any parking or vehicle restriction(s), limitation(s), or prohibition(s) in the governing documents or rules and regulations is required under **SECTION 55.1-2310 A.24** of the Resale Disclosure Act.

Parking spaces within the garage are purchased by the unit owner for their exclusive use.

APPENDIX 25 A statement setting forth any restriction(s), limitation(s), or prohibition(s) on the operation of a home-based business that otherwise complies with all applicable local ordinances is required under **SECTION 55.1-2310 A.25** of the Resale Disclosure Act.

No part of the property shall be used for other than housing and related common purposes for which the property was designed. Each Unit shall be used as a single family and for no other purpose.

APPENDIX 26 A statement setting forth any restriction(s), limitation(s), or prohibition(s) on an owner's ability to rent the unit is required under **SECTION 55.1-2310 A.26** of the Resale Disclosure Act.

Tenants/occupant are subject to and shall comply with the provisions of the master deed, bylaws and rules and regulations.

APPENDIX 27 In a cooperative, a statement setting forth whether the cooperative association is aware of any statute, regulation, or rule applicable to the cooperative that would affect an owner's ability to deduct real estate taxes and interest paid by the cooperative association for federal income tax purposes is required under **SECTION 55.1-2310 A.27** of the Resale Disclosure Act.

N/A

APPENDIX 28 A statement describing any pending sale or encumbrance of common element(s) is required under **SECTION 55.1-2310 A.28** of the Resale Disclosure Act.

NONE NOTED AT THIS TIME

APPENDIX 29 A statement indicating any known project approvals currently in effect issued by secondary mortgage market agencies is required under **SECTION 55.1-2310 A.29** of the Resale Disclosure Act.

THERE ARE NO KNOWN APPROVALS IN EFFECT

APPENDIX 30 Certification that the association has filed with the Common Interest Community Board the annual report required by law, including the filing number assigned by the Board and the expiration date of such filing are required to be disclosed under **SECTION 55.1-2310 A.30** of the Resale Disclosure Act.

THE ASSOCIATION HAS FILED WITH THE DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION OF THE COMMONWEALTH OF VIRGINIA. THE ASSOCIATION'S LICENSE NUMBER IS 0550000577 THE LICENSE IS RENEWED ON AN ANNUAL BASIS WITHIN THE MONTH PRIOR TO THE ANNUAL ASSOCIATION MEETING. THE EXPIRATION DATE IS: 7/31/2026.

FirstService Residential
3975 Fair Ridge Drive, Suite 210-South
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Processed by WelcomeLink

Certification

This disclosure packet was prepared by the Association on August 13, 2026.

FirstService Residential

Failure to receive copies of an association disclosure packet shall not excuse any failure to comply with the provisions of the declaration, articles of incorporation, bylaws, or rules or regulations. The disclosure packet shall be delivered in accordance with the written request and instructions of the seller or his authorized agent, including whether the disclosure packet shall be delivered electronically or in hard copy and shall specify the complete contact information for the parties to whom the disclosure packet shall be delivered. The disclosure packet required by this section, shall not, in and of itself, be deemed a security within the meaning of § 13.1-501.