



**Common Interest Community Board
 TIME-SHARE BOND/LETTER OF CREDIT VERIFICATION FORM**

OFFICIAL VERIFICATION BY FINANCIAL INSTITUTION OF SURETY BOND OR LETTER OF CREDIT

Filed pursuant to §§ 55.1-2220 and 55.1-2234(B) of the Code of Virginia

A separate Bond/Letter of Credit Verification Form must be completed to verify each bond and letter of credit on file with the Common Interest Community Board for the referenced time-share. An original document issued by the applicable surety or financial institution that contains substantially the same information as this form may be substituted for this form.

Section A: To be completed by developer. Upon completion, forward to the appropriate financial institution or surety company.

Section B: To be completed by a representative of the financial institution or surety company and returned to the developer identified in Section A.

Section A

1. Name of Time-Share Project _____
2. CIC Registration Number (if available)

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3. Name of Developer _____
4. Developer's Mailing Address _____

 City _____ State _____ Zip Code _____
5. Type of Bond/Letter of Credit Bond in Lieu of Escrowing Deposits Completion
6. Bond/Letter of Credit Number _____
7. Name of Financial Institution/Surety Company _____
8. Printed Name of Signatory _____
9. Relationship to Developer _____
10. Signature _____ Date _____

Section B

1. Name of Financial Institution/Surety Company _____
2. Type of Financial Instrument Bond Letter of Credit Bond/Letter of Credit No. _____
3. Address of Issuer _____

 City _____ State _____ Zip Code _____

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	0515	FILE #/LICENSE #	ISSUE DATE
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4. Issuer's Telephone & Fax Numbers _____
Primary Telephone _____ Fax _____
5. Contact Person _____
6. Name of Principal _____
7. Name of Beneficiary _____
8. Amount of Bond/Letter of Credit _____
- a. Is the bond/letter of credit self-renewing?
- Yes If yes, date of renewal. _____
- No If no, expiration date. _____
- b. Total amount of deposits held by the developer as of May 31 of this calendar year (for blanket bond or blanket letter of credit filed in lieu of escrowing deposits only).

9. Name of Verifier _____
Last _____ First _____ Middle _____ Generation _____
10. Verifier's Title _____
11. Verifier's Telephone & Fax Numbers _____
Primary Telephone _____ Fax _____
12. Verifier's Email Address _____
13. Verifier's Signature _____ Date _____