

CHANCELLOR GREEN CIVIC ASSOCIATION

816 Kilarney Drive
Fredericksburg, VA 22407

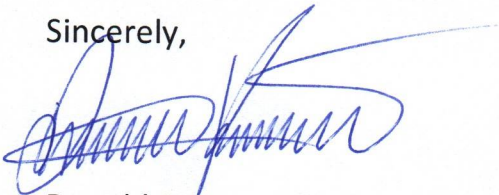
Dear Landlords:

As of August 1st 2011 Chancellor Green Civic Association required all owners or managers of rental property to submit a Tenant form for all non-owner occupied properties. All approved tenants residing at the property over the age 18 are required to be listed on this form. This form is required to be submitted back to Chancellor Green Civic Association semi-annually January 15 and July 15 of every year and whenever a new lease agreement is executed on a property. Any non-compliance of this could result in fines from the board.

The form will be available at chancellorgreen.com or can be mailed to you at your request. Reminders will not sent; please make a note of this requirement and the due dates. Forms are to be mailed to 816 Kilarney Drive Fredericksburg VA 22407.

Should you have any questions or concerns in regards to this matter please feel free to contact Donald Krzesniak @ Donald_krzesniak@yahoo.com. Thank you [in](#) [advance](#) for your cooperation in regards to this matter.

Sincerely,



Donald J Krzesniak
Chairman
Chancellor Green Civic Association

Enclosure