



**Common Interest Community Board  
 TIME-SHARE RESELLER LEAD DEALER CHANGE FORM**

**TIME-SHARE RESELLER INFORMATION**

1. Enter the Time-Share Reseller Registration No. 

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2. Name of Time-Share Reseller \_\_\_\_\_

**LEAD DEALER CHANGE**

3. Name of Former Lead Dealer \_\_\_\_\_
4. Name of New Lead Dealer \_\_\_\_\_
5. New Lead Dealer's Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Check here if Street Address listed below is the same as the Mailing Address listed above.

6. New Lead Dealer's Principal Street Address \_\_\_\_\_  
PO Box Not Accepted

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

7. Contact Numbers \_\_\_\_\_  
Primary Telephone Alternate Telephone Fax

8. Effective Date of Change \_\_\_\_\_

9. Has the Lead Dealer ever been subject to a **disciplinary action** taken by any (including Virginia) local, state, or national regulatory body?  
 No   
 Yes  If yes, complete a [Disciplinary Action Reporting Form](#).

10. A. Has the Lead Dealer ever been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any **felony**? *Any plea of nolo contendere shall be considered a conviction.*  
 No   
 Yes  If yes, complete a [Criminal Conviction Reporting Form](#).

- B. Has the Lead Dealer within the last three years been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any **misdemeanor**? *Any plea of nolo contendere shall be considered a conviction.*  
 No   
 Yes  If yes, complete a [Criminal Conviction Reporting Form](#).

11. Has the Lead Dealer for seven years prior to the filing of this application ever had any **outstanding** judgments; past-due tax assessments, defaults on bonds, or pending or past bankruptcies? Specifically provide all relevant financial information related to providing resale services as defined in § 55-1-2200 of the *Code of Virginia* .  
 No   
 Yes  If yes, provide all relevant financial information related to providing resale services as defined in § 55-362 of the Code of Virginia.

<small>OFFICE USE ONLY</small>	<small>DATE</small>	<small>FEE</small> <b>NO FEE</b>	<small>TRANS CODE</small> <b>8020</b>	<small>ENTITY #</small>	<small>FILE #/LICENSE #</small> <b>0525</b>	<small>ISSUE DATE</small>
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12. Signature of Representative

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Printed Name of Representative

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Representative's Title

\_\_\_\_\_

Date

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