

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



**Common Interest Community Board  
 COMMON INTEREST COMMUNITY ASSOCIATION ANNUAL REPORT FORM  
 Fee \$10.00\***

**A check or money order payable to the TREASURER OF VIRGINIA,  
 or a completed credit card insert must be mailed with your application package.  
 APPLICATION FEES ARE NOT REFUNDABLE.**

The \$10.00 registration fee represents a temporary fee reduction valid through June 30, 2020 only.

1. Enter the Association's Common Interest Community Board Registration No. 

0	5	5	0	0	0	4	1	2	3
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2. Full Name of Association Woodland Pond Lakelakefront Association, Inc.
3. Name of Subdivision/Community (if different from #2) Woodland Pond
4. Association's Federal Tax Identification Number (EIN) 

5	4	-	1	4	9	1	5	5	8
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Number used when filing taxes or banking.  
Federal Employer Identification Number (12-3456789)
5. Name of Contact Person (to receive Board correspondence on behalf of the association) Craig V. Lester
6. Contact Person's Mailing Address P.O. Box 286  
Chesterfield VA 23832  
City State Zip Code
7. Contact Numbers 804-309-1854 804-318-1877  
Primary Telephone Alternate Telephone Fax
8. Contact Person's Email Address Craig.V.Lester@gmail.com  
The name and mailing address of the Contact Person will appear on the certificate of filing issued by the Board.

**Association Information**

9. Type of Association  
 Property Owners'  Condominium Unit Owners'  Proprietary Lessees' (Cooperative)
10. Is the Association incorporated? No  Yes   
 If yes, enter the State Corporation Commission No. 0531459-6
11. Declaration Recorded (MM-YY) 11-85 City/County where Declaration Recorded Chesterfield
12. Total Number of Units/Lots ~150 Zip Code of Association 23832 mail
13. Is the Association under Declarant Control? Yes  No   
23838 physical  
 If no, date association transferred to owners. 3/7/2004
14. Website Address of Association (if available) woodlandpondlake.org
15. Indicate how the community association is managed.  
 Self-managed (i.e., resident, volunteer, etc.)  
 Managed by an employee of the association  
 Under contract with a common interest community manager If under contract, provide the following information:  
 Name of Management Company \_\_\_\_\_  
 Common Interest Community Manager License Number 

0	5	0	1						
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 Website Address of Management Company (if available) \_\_\_\_\_

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	FILE # / LICENSE #	ISSUE DATE
			2020		0550	

16. In accordance with § 54.1-2354.4(A) of the Code of Virginia and the Common Interest Community Ombudsman Regulations 18 VAC 48-70-30 and 18 VAC 48-70-40, do you certify on behalf of the association that an association complaint procedure has been established?

Yes

No

17. I, the undersigned representative or authorized agent for the association, certify that the foregoing statements and answers are true and I have not suppressed any information that might affect the Board's decision to accept this annual report. I certify that I have read, understood and complied with all the laws of Virginia under the applicable provisions of Title 54.1, Chapter 23.3, and Title 55.1, Chapter 18, Chapter 19, and Chapter 21 of the Code of Virginia and all related Virginia Common Interest Community Board Regulations.

Signature of Representative

*Craig V. Lester*

Printed Name of Representative

*Craig V. Lester*

Representative's Title

*President*

Date *2/23/2020*

**MEMBERS OF CURRENT BOARD OF DIRECTORS & OFFICERS**

(If more space is needed, attach additional sheets of paper with the certificate number)

Associations shall notify the Board office, in writing, within 30 days of any change of address, change of members of the governing board and any other changes in the information that was reported on the association's previous annual report filing.

Name	Title	Address
<i>Craig Lester</i>	<i>President</i>	<i>8901 Laurel Cove Pl Chesterfield VA 23858</i>
<i>Brett Hawkins</i>	<i>Vice President</i>	<i>11300 Taylor Landing Way, Chesterfield, VA 23858</i>
<i>Peter Sanak</i>	<i>Treasurer</i>	<i>9307 Banff Court, Chesterfield, VA 23838</i>
<i>Eileen Sundstrom</i>	<i>Director</i>	<i>11318 Taylor Landing Way, Chesterfield, VA 23858</i>
<i>Jennifer Harless</i>	<i>Director</i>	<i>8811 Whistling Swan Rd, Chesterfield, VA 23858</i>
<i>Joseph Lewis</i>	<i>Director</i>	<i>8902 Swardust Trail, Chesterfield, VA 23838</i>
<i>George Reiber</i>	<i>Director</i>	<i>10901 Pintail Place, Chesterfield, VA 23838</i>