

**HANOVER COUNTY, VIRGINIA  
PLANNING DEPARTMENT**

**INSTRUCTIONS FOR PERFORMANCE AGREEMENTS**

1. **Agreements must be signed by all owners of the real estate included in the proposed subdivision or development ("Developers").**
2. **Agreement of a corporation must be executed by officer of corporation or other authorized party; current evidence of authority on the date of execution of the document must be provided for parties other than officers.**
3. **Agreement of a partnership must be executed by all general partners, or by managing partner of limited partnership; current evidence of authority must be provided for other parties.**
4. **All signatures must be notarized; names of Developers stated on page 1 must be exactly the same as those on signature lines and in notary clauses.**
5. **Date of security (bond or letter of credit) must be no earlier than the date the parties enter into the Performance Agreement.**
6. **All information on the form must be typed or legibly printed in ink.**
7. **Forms must not be altered in any manner.**

Questions relating to the form or content of documents may be directed to the Hanover County Planning Department, P. O. Box 470, Hanover, Virginia 23069-0470, (804) 537-6171 or 730-6171.

Failure to follow these instructions or to use approved forms will result in rejection of documents and possible delay for the Developer.