



Name _____ Lot# _____ Lot Size _____

Property Address _____ Email _____

Mailing Address _____ City _____ State _____ Zip _____

Phone (s) Home _____ Work _____ Cell _____ Fax _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines. I hereby request your consent to make the following changes, alterations, renovations and/ or additions to my property.

Description: _____

Attach one (1) copy of the property survey that shows the locations of the proposed change, alteration, renovation or addition. Attach drawings and any color samples, if applicable.

Vendor proposal, vendor license and certificate of insurance.

For pool applications a \$5000 Security Deposit will be collected. This will cover any possible damages to the common area caused by construction (check made payable to your community association -DO NOT DATE CHECK-)

(Please use a separate application for each alteration to be approved)

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

- 1. No work will begin until written approval is received from the Master ARC as required by the Declaration.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and / or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt, the Management Company will forward the ARC Application to the Architectural Review Board. A decision by the ARC may take up to 30 days. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING GOVERNING DOCUMENTS OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s):

Date:

Do Not Write Below This Line

This Application is hereby: () Approved () Approved with Conditions () Disapproved

Date: _____ Signature of ARC: _____

Comments:

Date Received from Homeowner:

Mailed to Association:

Mailed to Homeowner: