

INSTRUCTIONS

1. Complete *all* items requesting information. *Sign* where required.
2. Please consult the Architectural Rules and Guidelines Memorandum for proper approval procedure.
3. Three complete sets of plans and specifications prepared by an architect, landscape architect, engineer or other qualified person shall be attached to this application
4. Information contained in those plans and specifications must show the nature, kind, shape, height, materials, color scheme and location of the requested change or alteration, depending on the type of modification requested
5. As a condition precedent to granting any request for an addition, alteration or improvement, the applicant, his heirs, personal representatives, successors and assigns, hereby assumes and agrees to hold the Association and all other unit owners harmless from and to indemnify them for any liability or damage to the Condominium Property and expenses arising there from, and assumes sole responsibility for the insurance, repair, maintenance or replacement of any such addition, alteration or improvement.
6. Applicant assumes all responsibility for any infringement on or interference with existing facilities and easements on the property.
7. Approvals or denials shall be delivered within 30 days by the Association after request is received.
8. Approval of this request does not constitute approval of the structural integrity of the requested modification, and is intended solely to maintain harmonious visual aesthetics within the community.
9. The proposed addition, alteration or improvement shall be made in compliance with all laws, rules, ordinances and regulations of all governmental authorities having jurisdiction. All governmental permits or approvals must be obtained by the applicant and a copy furnished to the Condominium Association Board of Directors before work is to begin.
10. All contractors retained must be licensed/properly insured pursuant to the Association and FICA Rules