

MANOR HOMES AT EMERALD FOREST HOA, INC.

**C/o CMC Management, Inc.
2950 Jog Road, Greenacres, FL 33467
johns@cmcmanagement.biz**

ARCHITECTURAL ALTERATION APPLICATION

Date of Request: _____ Owner's Name: _____

Address: _____

Phone: _____ Email: _____

Describe in detail the type of alteration you are requesting approval for: Please specify the color, type of materials and other pertinent information.

(If more space is required, please attach an additional page to the form)

THE FOLLOW ITEMS MUST BE INCLUDED WITH YOUR APPLICATION
INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED BY THE BOARD

1. () Survey/Plot Plan indicating location of improvement on the property.
2. () Proposal, Plan, Elevations and/or Detailed Sketch
3. () Paint Color Chip (4 x 4) Laminated Swatch Required), Tile sample brochure, brochure or cut sheet.
4. () Photocopy of the home where work is being performed
5. () Name of the Company that will be used, Copy of valid License and current Insurance Certificate
6. () Other: _____

If approval is granted, it is not to be construed to cover approval of any County or City Code requirements. A building permit from the appropriate Building Department is needed on most property alterations and/or improvements. As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their heirs and assignees thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition/improvement.

IT IS UNDERSTOOD AND AGREED THAT MANOR HOMES AT EMERALD FOREST HOA, INC. AND CENTURY MANAGEMENT CONSULTANTS, INC., ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE UNIT OWNER AND HIS/HER ASSIGNEES ASSUME ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE. WAIVER OF LIABILITY: The undersigned hereby agrees to the above and that the and any and all liability caused by or arising from any acts which may increase the hazard or susceptibility to loss on the described premises, shall not be held against the Manor Homes at Emerald Forest HOA or Century Management Consultants, Inc., as their interests may appear" there from and indemnify them for all losses, costs, expenses and attorney's fees in connection with any such addition as described above.

Owner's Signature: _____ Dated: _____

Owner's Signature: _____ Dated: _____

Association use only:

- () Approved as submitted
- () Approved subject to the following: _____
- () Insufficient Information – provide the following: _____,
- () NOT Approved

Project must begin within _____ days and be completed within _____ days.

Print Name: _____ Signature: _____ Date: _____