

Trust Management Service Group, Corp.

REQUEST TO ARCHITECTURAL MODIFICATION

THIS FORM TO BE USED WHEN REQUESTING AN EXTERIOR CHANGE/MODIFICATION OF YOUR HOME

To be filled in by applicant (Please Print):

Name Of Applicant (S) _____

Mailing Address _____

Name Of Community _____

Property Address _____

Telephone And Email _____

In accordance with requirements of the Architectural review of the Declaration of Covenants, Restrictions and Easements of the Association Documents and/or the requirements which I belong, I hereby request approval for the following modification:
(Describe here the modification requested)

Applicant's Signature _____ Date _____

INSTRUCTIONS; IN ORDER TO PROCESS THIS APPLICATION, THE FOLLOWING ITEMS MUST BE ATTACHED.

1. Complete all items. Sign where required above. Submit copy to the Management Office. They will forward it to the Association for further review.
2. **Provide To the Association Documents for Proper Approval Procedures. LIABILITY (Holder certificate name of the condominium with the property address), Contractor License and Job Description with Pictures Attached)**
3. Two 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 container in these 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 a change, alteration or addition, the applicant, his heirs and assigns, hereby assumes sole responsibility for the repair, maintenance or replacement of any such addition, alteration, or change and shall indemnify and hold each Association harmless from and against all claims, causes of action and expenses (including attorneys' fees) made against each Association in connection with, or as a result of, the modification to be performed under this request.
6. The applicant assumes all responsibility for any infringement on or interference with existing facilities and easements on the property.
7. An approval or denial for each applicable Association will be delivered within 15 days after that Association's receipt of this request together with all required materials.
8. Approval of this request does not constitute approval of the structural integrity or building code conformance of the requested modification, and is intended solely to maintain harmonious visual aesthetics within the community.
9. All applicable governmental permits of approvals must be obtained by the applicant and a copy furnished to the Architectural Review before work is to begin.

(FOR BORD OF DIRECTORS USE ONLY)

Date of approval /disapproval: _____ Board of Directors Signature: _____

_____ Approved _____ Disapproved

Explanation of Disapproval:

8051 WEST 24 AVE # 10 HIALEAH FL 33016

PHONE.: 305-827-7666 FAX: 305-231-2028

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