Villas of Forest Park Condominium Association, Inc.

Request for Exterior Addition or Modification (ARC)

Owner's Name: _____ Account Number: _____

Property Address: _____

Email Address: _____

Phone #: ( ) _____ Email: _____

Description of Proposed Change: _____

Please request a copy of your Contractors Proof of Liability Insurance and License and attach with this application.

NOTE: You must include all color sample(s) with your completed ARC form, Example: Home Depot, Lowes, Sherwin Williams, etc. for your house color, your trim color and/or your door or a picture of a new door to be installed. Without these attachments, the application will be returned to you without any approval and you cannot go ahead with the changes.

Any approval does not cover the necessary county or city code requirements so it is imperative that you obtain the correct permits from the appropriate building departments before you proceed with any property alterations and/or improvements. The Board of Directors and/or the Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration and/or addition comply with any applicable law, rule, regulation, code or ordinance. (If you have a question, please contact the Board of Directors)

The applicant, their hires and assigns thereto, hereby assume responsibility for the repair, maintenance or replacement of any such change, alteration or addition. It is understood and agreed that the **Villas of Forest Park Condominium Association, Inc. and Monarch Association Management, Inc**. are not required to take any action to repair, replace or maintain any such approved changed, alteration or addition, or any structure or other property. The homeowner and its assigns assume all responsibility and cost for any addition or change the future upkeep and maintenance as necessary.

OWNER'S SIGNATURE: _____ **Date:** _____

ARCHITECTURAL CONTROL COMMITTEE RECOMMENDATION

Board of Directors: ( ) Approved ( ) Pending More Information ( ) Disapprove

Signature: _____ **Print Name:** _____

Signature: _____ **Print Name:** _____

Signature: _____ **Print Name:** _____

FOR THE BOARD OF DIRECTORS:

Signature: _____ **Print Name:** _____

PLEASE MAIL YOUR REQUEST TO:

Villas of Forest Park Condominium Association, Inc.
c/o MONARCH ASSOCIATION MANAGEMENT, INC.
500 Alternate 19 South - Palm Harbor, FL 34683
(727) 204-4766 –Cindy@MonarchAM.com

Received: _____
To ARC: _____
Approved: _____
Denied: _____
Final Approval: _____