

HOMEOWNER INFORMATION

NAME: _____ PHASE OR TH#: _____ LOT#: _____
 PROPERTY ADDRESS: _____ EMAIL: _____
 MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
 HOME PH: _____ WORK: _____ CELL: _____

PROJECT DESCRIPTION

In accordance with the Declaration of Covenants, Conditions & Restrictions and the Association's Rules & 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:

IMPORTANT

Attach a copy of the property survey and a sketch that shows the locations of the proposed change, alteration, renovation, and/or addition. Attach a copy of your plan(s). For exterior painting, also specify the Sherwin-Williams scheme number and include clear pictures of adjacent home(s).

PLEASE INITIAL ALONGSIDE THE FOLLOWING CONDITIONS:

- _____ No work will begin until written approval is received from the Association. I have **sixty (60) days** from the approval date to complete the work. If not, then I must reapply for ARC approval. This time frame can be adjusted for large projects such as home construction, pool installation, or similar projects.
- _____ All work will be done expeditiously once commenced and will be done in a professional manner by myself or a licensed contractor. Improvements that do not appear to be completed in a neat, workman-like or professional manner are subject to notices of violation.
- _____ All work will be performed timely and in a manner that minimizes interference and inconvenience to other Residents.
- _____ Within **fifteen (15) days** of work completion, I will contact the ARC for inspection to ensure compliance of this approval.
- _____ I assume all liability and will be responsible for any and all damages to other lots and/or common areas, which may result from the performance of this work.
- _____ I will be responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who are connected to this work.
- _____ I am responsible for complying with all applicable Federal, State, and local laws, codes, regulations, and requirements in connection to this work. I will obtain any necessary government permits and approvals for this work.
- _____ A decision by the Association's ARC may take up to **thirty (30) days**. I will be notified via email when the application is approved, returned for resubmission, or denied.
- _____ **ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.**

**SIGNATURE
OF OWNER(S):** _____

DATE: _____

OFFICE ONLY

THIS APPLICATION IS HEREBY APPROVED: _____ APPROVED WITH CONDITIONS: _____ RESUBMIT: _____ DENIED: _____

COMMENTS: _____

DATE: _____ ARC MEMBER SIGNATURE: _____

COMPLETED APPLICATIONS MUST BE RECEIVED NO LATER THAN 5 P.M. THE DAY PRIOR TO SCHEDULED MEETING TO BE CONSIDERED.

RETURN COMPLETED APPLICATION TO: INDEPENDENCE COMMUNITY ASSOCIATION, INC.
14213 PLEACH ST., WINTER GARDEN, FL 34787
TEL: 407-654-7479

or SUBMIT VIA EMAIL TO: Applications@IndependenceARC.com