

Grand Lake Estates Property Owners Association - GLEPOA
Architectural Control Committee - ACC
Minor Renovation/Improvement Application

ACC Final Inspection & Refund Request Form
Applies to Qualifying Minor Renovation/Improvement Compliance Deposit ONLY

Date Requested: _____

Property owner(s): _____ Phone: _____

Builder/Company Name: _____

GLE Street Address of Minor Renovation/Improvement: _____

I request **final ACC inspection** to confirm that the Minor Renovation/Improvement at the address listed above was completed in compliance with the ACC specifications and requirements, including GLE *Declarations, Covenants and Restrictions* for the Section where my property is located, and other GLE governing documents cited in my approved application. I understand that ACC has 10 business days from the date of this **Request** to verify my construction project is complete, using the Checklist below. The ACC will provide verification to GLE Association management, and management will release some or all of the compliance deposit within 10 business days after receiving **Final ACC Inspection** verification.

Please send my refund to the following address: _____

ACC Final Inspection Checklist	
2 ACC members initial each item as inspected and determined complete:	
_____	_____ Signs and other temporary materials removed?
_____	_____ Dumpster and portable toilet removed?
_____	_____ Site maintained clean during construction?
_____	_____ Site and street cleaned upon completion ?
_____	_____ Pallets and extra materials removed?
_____	_____ Exterior materials and colors match or complement main dwelling ?
_____	_____ Repair of damaged properties, including GLE streets , complete?
ACC Signature _____	Inspection date _____
ACC Signature _____	Inspection date _____

Compliance Deposit in the amount of _____ refund mailed on: _____
Date

Reason (attach documentation) refund was less than full compliance deposit: _____

Association Manager Signature: _____