JUPITER VILLAGE PHASE V HOMEOWNERS' ASSOCIATION
ARCHITECTURAL CHANGE REQUEST FORM

c/o Coastal Property Management
1061 E Indiantown Rd Suite #310 Jupiter, FL 33477
Office: (561) 781-8030 Fax: (561) 972-4246
www.cpmfl.com

_____
Name of Applicant/Homeowner | Address

_____ _____ _____
Address of Applicant (if different) | Email Address | Date of Application

_____
Telephone Number - Daytime | Telephone Number - Evenings

DESCRIPTION OF WORK TO BE DONE

Submit this form for all proposed additions, changes, modifications, etc., accompanied where appropriate by plans, drawings, specifications, etc.). **If all required information is not received with this completed application, the Association will automatically reject the application until all requested information is received. Owners assume all responsibility and cost for any addition or change, and its future upkeep.**

Description

_____

_____

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_____

The undersigned acknowledges that they have read and understand this application. They also understand that until a signed approval is received, no work is to be started.

_____ _____
Applicant's Signature | Applicant's Signature

CONDITIONS OF APPROVAL

1. **It is the responsibility of the homeowner to obtain and display all required permits prior to work beginning. A copy of the permit must be provided to the association once issued.**
2. **All Contractors must supply a copy of their License and Insurance Certificate naming Jupiter Village Phase V Homeowners' Association and Coastal Property Management as additional insured to Association with this application prior to any work being performed**. This requirement protects the Association and Coastal Property Management from any liability in case of accidents. If work is being performed by the owner, please indicate this.
3. Copy of contractor's proposal must be provided *(If Applicable).*
4. Sketch / drawing of the work to be done.

Please initial items #1 through #6 below

I understand and will comply with the following:

1. **_____ If the modification is not completed as approved, said approval can be revoked and the modification will be required to be removed by the owner at owner's expense.**

2. **_____The owner is responsible for payment of and repair to any and all damage done to common areas as a result of the installation.**

3. _____ Owner is responsible for complying with all State, County and City building codes and will obtain all applicable permits.

4. _____ I will abide by the decision of the Architectural Review Committee (ARC) or the Board of Directors.

5. _____ If owner's request is NOT approved, or work performed is DIFFERENT than approved by the ARC, the association may have the area restored back to its original condition at the unit owner's expense. This may include court action by the association, and that owner shall be responsible for all reasonable attorney's fees and costs.

6. _____ Once approved, work must begin within 90 days of approval and be competed within 6 months of approval, or approval must once again be obtained.

NO WORK MAY COMMENCE UNTIL THE ASSOCIATION PROVIDES A WRITTEN APPROVAL

ADDITIONAL COMMENTS _____

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