

Forest Edge Homeowners Association, Inc.
c/o Hara Management, Inc.
118 N. Wymore Road
Winter Park, FL. 32789
Phone: 417-628-1086 ~ Fax: 407-628-8477

ARCHITECTURAL REVIEW APPLICATION

Homeowner Name: _____

Mailing Address: _____

City, State, Zip: _____

Application Date _____ Daytime Phone # _____

I _____ do hereby request approval by the [Community Name] Homeowners Association, Inc. **Architectural Review Board** for the following alteration to my property located at: _____.
(Property Address)

I am requesting approval for: _____

In the event of approval of my request for this alteration, I/we will assume all liability for any damage incurred as a result of this installation or alteration; and that a proper permit shall be obtained from the City of Altamonte Springs.

I certify that the alteration to be made will not extend past my legal property line. I further understand that I shall assume responsibility for the maintenance of this alteration/modification to my unit.

ATTACHED YOU WILL FIND A SKETCH AND DIMENSIONS OF MY ALTERATIONS AND A COPY OF MY SURVEY WITH THE DIMENSIONS OF MY ALTERATIONS DRAWN TO SCALE.

(Sketches, surveys, pictures, samples, etc. become part of this application and may not be returned)

Owner's Signature _____ Date _____

Owner's Signature _____ Date _____

The following request for alteration has been: Approved _____

Disapproved _____ / Reason _____

ARC Committee Member's Signatures:

1.) _____ Date _____

2.) _____ Date _____

3.) _____ Date _____

4.) _____ Date _____

5.) _____ Date _____

**RETURN COMPLETED FORMS TO: [Community Name] Homeowners Association, Inc.
C/O Hara Management, Inc. 118 N. Wymore Road, Winter Park, FL 32789**

**Architectural Control Committee (ACC)
Variance Request Agreement**

I understand that the ARC will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

1. No work or commitment of work will be made by me or my contractor until I have received written approval from the ARC.
2. All work will be done at my expense and all future upkeep will remain at my expense.
3. All work will be done expeditiously once commenced and will be done in a workman-like manner by myself or a contractor.
4. All work will be performed at one a time and in a manner to minimize interference and inconvenience to other residents.
5. I assume all liability and will be responsible for all damage and/or injury which may result from performance of such work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. I will be responsible for complying with, and will comply with, all applicable federal, state and local laws, codes, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that the [Community Name], it's Board of Directors, its agent and the Committee have no responsibility with respect to such compliance and that the Board of Directors' or its designated committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work comply with any law, code, regulation or governmental requirement.
8. The contractor to perform the work is: _____.
9. If approved, the work would start on or about _____ and would be completed by _____.

Signature of Homeowner

Date

**RETURN COMPLETED FORMS TO: [Community Name] Homeowners Association, Inc.
C/O Hara Management, Inc
118 N. Wymore Road, Winter Park, FL 32789**