

**The Biltmore at Coral Lakes Homeowners Association**  
**Request for Approval for Architectural Modification**

(Approval of this form could take up to 30 days. Make sure you submit with ample time prior to commencement of work.)

**To:** Board of Directors and/or Architectural Committee for The Biltmore at Coral Lakes Homeowners Association

**From:** Owner(s) Name: \_\_\_\_\_ Acct # \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**In order to Process this Application, the following must be attached:**

1. This completed application
2. Description and specification of the proposed modification. (Example: Color, Style, Type, etc: As Appropriate)
3. Contractor's License & Insurance
4. Copy of Proposal or Contract (If applicable)
5. Copy of County Permits (If applicable)

Request is hereby being made for the following modification, alteration or addition as described below. (Attach additional page if req.):

Roofing       Painting       Landscaping       Structural       Other / Specify: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Contractor Information**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

License #: \_\_\_\_\_ Insurance Policy#: \_\_\_\_\_

I/We agree to the following terms as described below:

- You are responsible for obtaining any necessary permits from the appropriate building and zoning departments.
  - Access to areas of construction are to be made through your property and you are responsible for any damages incurred to common property, other property and personal injury as a result of this modification as well as any additional maintenance cost that may be incurred as a result of violation of rules and regulations or negligence.
  - All construction debris must be removed on a daily basis from the property by you or contractor. It is the responsibility of the homeowner to make sure all common areas including sidewalks, swale, roadways, etc. are left clean on a daily basis while under construction / modification.
  - All contractors must be properly licensed, bonded and insured for liability and workers' compensation. Proof of such is REQUIRED prior to the commencement of the modification.
  - In the event of an accident, the Association will hold the homeowner(s) personally liable for any & all claims, injuries and defense cost.
  - All installations will be of professional design, quality and material.
- The ARB reserves the right to request additional information and request modifications to original plans after approval.
- If work commences prior to the approval of this request by the Board/Committee, the homeowner maybe **FINED \$ 100.**
  - The ARB approval expires if work is not completed within 90 days from date of approval.

Signature of Owner(s) \_\_\_\_\_ Date: \_\_\_\_\_

**(For Board of Directors and/or Architectural Committee Use Only)**

Date Application Received: \_\_\_\_\_ Date of Approval or Disapproval: \_\_\_\_\_

Approval Granted: \_\_\_\_\_ subject to additional requirements as noted on attached page(s). (\_\_\_ Check if applicable)

Approval Denied: \_\_\_\_\_ Explanation: \_\_\_\_\_

\_\_\_\_\_

*Member of the Board of Directors / Architectural Control Board:*

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_