

VILLA POINTE HOMEOWNERS ASSOCIATION, INC.
APPLICATION FOR MODIFICATION

This form is to be used when requesting a modification to the outside of your unit and must be submitted in duplicate. The following procedure is to be followed:

1. Submit request to: Villa Pointe Homeowners Association, Inc.
c/o Infinity Community Management, Inc.
P.O. Box 16154
West Palm Beach, FL 33416
2. Your request will be submitted to the Board of Directors for review.
3. Be sure the following material is included with your request
 - a. A Drawing of whatever is being requested indicating dimensions, materials, colors, design, location and other pertinent data – this can be a sketch or a professional rendition. Two copies of entire ARB Request including ALL attachments. Request will be returned to homeowner not processed if both copies are not received.

OWNER'S NAME: _____

ADDRESS: _____

DAY PHONE: _____

EVENING PHONE: _____

We are requesting permission for the following modification: (Details are attached)

Date requested _____

Signature of Homeowner(s) _____

If approved the following conditions are part of the approval:

1. If the modification is not completed as approved, the approval will be revoked and the modification must be removed. By the owner at the owner's expense.
2. The unit owner is responsible to pay for the repair, and any and all, damage done to the common areas as a result of the installation.
3. The architectural modification will comply with the Governing Documents of Villa Pointe as well as State, County, or City Building Codes, and all necessary applications and permits will be obtained by the owner.
4. The unit owner will abide by the decision of the ARB Committee.
5. If the modification is not approved, or does not comply with the above, the unit owner may be subject to court action by the Association, and shall be responsible for all reasonable attorneys' fees.

Date received by the HOA: _____

Approved: _____

Disapproved: _____

If disapproved, Comments, Why:

Signed: _____ HOA ARB REPRESENTATIVE

Date: