

**MILLPOND 3
HOMEOWNERS ASSOCIATION, INC.
Request for Architectural/Grounds Alteration**

Resident Name: _____ Date: _____
Property Address: _____ Phone: _____
Other Address: _____ Phone: _____

Brief Description of the Request (painting, landscaping, window replacement, etc.)

Note: Along with the above description, the following must be submitted:

Contractor: _____
Address: _____
Certificate of Insurance: _____
Occupational License #: _____
Start Date: _____ Anticipated Completion: _____

HOMEOWNER'S AFFIDAVIT

I HAVE READ THE DEED RESTRICTIONS AND POLICIES OF MILLPOND 3 HOMEOWNER'S ASSOCIATION INC. AND AGREE TO ABIDE BY THE SAME. NO WORK WILL COMMENCE WITHOUT THE WRITTEN APPROVAL OF THE BOARD OF DIRECTORS.

Signed: _____ Date: _____

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() Approved by a Quorum of the Board of Directors Date: _____

Board Member Signature

Board Member Signature

Board Member Signature

() Insufficient information; please resubmit Date: _____

() Not approved for the following reasons: Date: _____

**PLEASE MAIL YOUR REQUEST TO:
Millpond 3 Architectural Committee
c/o Coastal HOA Management, Inc.
P.O. Box 1407
Port Richey, FL 34673**

Per your Association's documents, your request will be forwarded to the Board of Directors for their review and approval or disapproval (Note: Please remit at least 30 days prior to the scheduled commencement of the proposed work)

REMEMBER: NO WORK CAN BEGIN UNTIL YOU RECEIVE A SIGNED COPY OF YOUR REQUEST!!!