

Millpond Estates Section One HOA, Inc.
Request for Architectural Changes

Request from: _____ **Date:** _____

Local Address: _____ **Phone:** _____

Other Address: _____ **Phone:** _____

DOCUMENT CHECKLIST
(To be submitted at time of request)

- | | | |
|----------------------------------|---|---|
| <input type="checkbox"/> Permit | <input type="checkbox"/> Specifications | <input type="checkbox"/> Building Plans |
| <input type="checkbox"/> Details | <input type="checkbox"/> Vendor Information | <input type="checkbox"/> Photos |

Brief Description of alteration, improvement, addition, etc.

Contractor: _____
Address: _____
Certificate of Insurance: _____
Occupational License #: _____

HOMEOWNER'S AFFIDAVIT

I HAVE READ THE DEED RESTRICTIONS AND POLICIES OF MILLPOND ESTATES SECTION ONE HOA, INC. AND AGREE TO ABIDE BY THE SAME. NO WORK WILL COMMENCE WITHOUT THE WRITTEN APPROVAL OF THE BOARD OF DIRECTORS.

Signed: _____ **Date:** _____

-
- | | |
|--|--------------------|
| <input type="checkbox"/> Approved by the Board of Directors | Date: _____ |
| <input type="checkbox"/> Insufficient information; please resubmit | Date: _____ |
| <input type="checkbox"/> Not approved for the following reasons: | Date: _____ |
- _____
- _____

PLEASE EMAIL TO CANDY AT CANDY@QUALIFIEDPROPERTY.COM OR MAIL
YOUR REQUEST TO:
QUALIFIED PROPERTY MANAGEMENT
5901 US HWY 19 N SUITE 7Q
NEW PORT RICHEY, FL 34652