

REQUEST FOR TRUSTEE APPROVAL

This form MUST accompany all requests

Date _____ Lot # _____ Community _____

Owner _____ Telephone _____

Address _____

This request is for: _____

For approval, all submissions must include the following information:

- _____ Type of material to be used
- _____ Actual drawing of addition
- _____ Plot plan showing the location of the proposed submission in relation to the home
- _____ A description as accurate as possible (pictures and/or drawing)

1. Please read your Indentures prior to submitting any requests. This can save both time and expense.
2. Trustees only approve requests based on style, type, size and location of requested additions. Where any question(s) exist, the Indentures will be used as the determining guide, except in the case of Architectural Control Committees whose determination will be final.
3. Under no circumstances does the Trustees' approval indicate full authorization. Individual owners should obtain the necessary government (City and/or County Planning and Building Commissions) authorization for all planned work.
4. If you proceed with work without obtaining all necessary approvals, you may be subject to legal proceedings as well as having to remove any unauthorized improvement.

Owner Date

This request is hereby:

_____ Approved subject to obtaining proper Municipality permits and inspections
_____ Denied based on the following reason(s): _____

Trustee Date