

**ARCHITECTURAL REVIEW COMMITTEE
REQUEST FOR MODIFICATION**

Avian Place Homeowners Association
Revised Form 2017

Date: _____

I, _____, hereby request approval by the Architectural Review Committee for the modification shown below to Unit located at:

_____ (address)

Home Phone No.: _____ Work Phone No.: _____

Cell Phone No.: _____

SUBJECT BEING REQUESTED (Please describe in detail, include materials and colors used as well as size):

(IF YOU NEED MORE ROOM, CONTINUE SUBJECT BEING REQUESTED ON PAGE 2)

NOTE: all aluminum work, lanai cages, gutters, replacement windows, screen doors should all be in the color WHITE to conform to community standards.

***Complete Re-screening of Lanai Cages requires an ARC Form. Ground level re-screening does not.**

PLEASE INCLUDE THE FOLLOWING:

- Company Name, Address, Phone and FAX
- Permits - Where Applicable
- Copy of the Occupational License/Certificate of Competency
- Certificate of Insurance (ACORD Form: Certificate Holder should list Avian Place HOA, c/o Schoo Management , Inc., 9411 Cypress Lake Dr.-Suite 2, Fort Myers, FL 33919.

Also add to the **Certificate Holder:** Homeowner's name and address where the work is being completed. **Description of Operations/Location** should include the **scope of work** and the Name and Address of the Homeowner where work is being completed. Minimum General Liability Insurance is \$1,000,000 and Workers Compensation is \$500,000. If you are exempt from Workers Compensation we must have a copy of the EXEMPTION Certificate.

****Any expense incurred due to City/County code changes will be the responsibility of applicant****

DRAWING ATTACHED:

If no drawings are attached, please use the area provided on the next page of this form.

I/We hereby make application to the Architectural Review Committee for the above-described item to be approved in writing by the Architectural Review Committee and the Board of Directors.

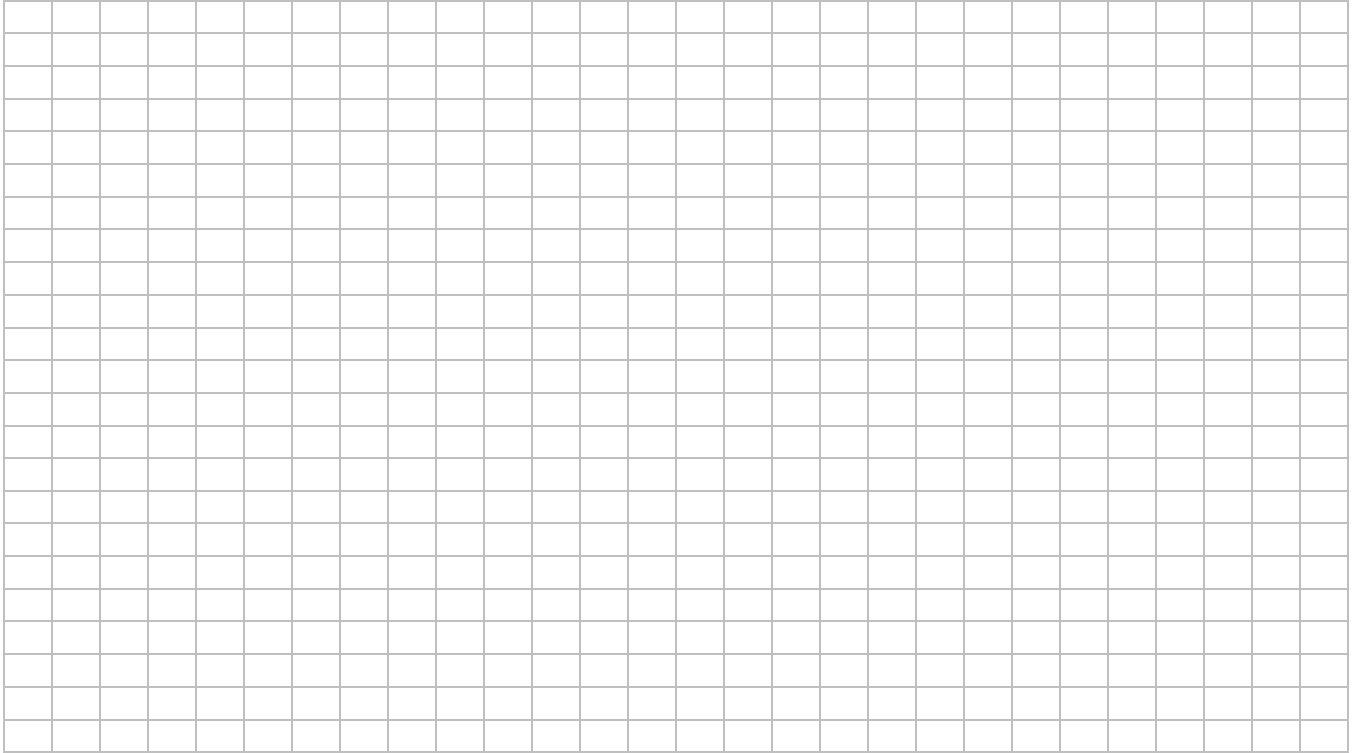
I/We understand that approval of our request must be granted before I/We can have the job started.
I/We also acknowledge that we could be forced to have the item removed if it is installed without approval.
I/We also acknowledge that this request is granted AS PRESENTED to the Board of Directors and must be completed as presented. Any changes are not approved and will not be accepted without the approval of the Committee and the Board of Directors. This request will be acted upon at the next available BOD meeting. Please allow sufficient time to be reviewed by the Architectural Committee and the Board of Directors.

PLEASE RETURN ALL PAGES!!

Signature of Applicant

Signature of Applicant

Please sketch your improvements to scale and in location to existing structures on the property:

A large grid for sketching improvements, consisting of 20 columns and 20 rows of small squares.

SUBJECT BEING REQUESTED (Please describe in detail, include materials and colors used as well as size):

Please return all three pages and all information to the address below:

Please return completed form to:

AVIAN PLACE HOA
C/O SCHOO MANAGEMENT
9411 CYPRESS LAKE DRIVE—SUITE 2
FORT MYERS, FL 33919
Office: 239-481-4700
Fax: 239-481-6321

OR:

Schoo Management Clubhouse Office
3555 Milan Drive
Fort Myers, FL 33916
Office: 239-931-0172
Fax: 239-931-0324

The above request for modification to (address) _____ has been:

ARCHITECTURAL COMMITTEE: ___ NOT Approved ___ Approved and Recommended to the Board of Directors

_____ (Signature of Chairman of Architectural Committee)

Comments: _____

FINAL APPROVAL WILL BE VOTED ON AT THE AVIAN PLACE HOA BOARD OF DIRECTORS MEETING:

DATE _____ TIME _____

BOARD OF DIRECTORS AVIAN PLACE: ___ NOT approved ___ Approved

_____ (Signature of BOD Representative) _____ (Date)

Comments: _____

VENDOR INFORMATION: FOR OFFICE USE ONLY

_____ GENERAL LIABILITY INSURANCE (Minimum of \$1,000,000)

_____ WORKERS COMPENSATION (Minimum of \$500,000)

_____ WORKERS COMPENSATION EXEMPTION CERTIFICATE FROM STATE OF FLORIDA

_____ BUSINESS LICENSE

_____ OCCUPATIONAL LICENSE OR CERTIFICATE OF COMPETENCY