

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION INC.

ARCHITECTURAL REVIEW COMMITTEE

Application Instructions

1. Complete the entire form.
2. Submit copies of any drawing or blueprints to be approved by the ARC.
3. Work shall **NOT** commence until application is approved.
4. Approved applications shall **NOT** be altered.
5. Denied applications can be appealed to the Board of Directors.
6. Contractors employed must provide Certificate of Liability Insurance/Workers' Compensation when required by law.
7. Owner is responsible for making sure all required permits are obtained prior to commencement of any work.
8. Sign & return to:

Email to:

Allapplications@Sunstatemanagement.com

Sunstate Association Management Group, Inc.

Or mail to:

Allapplications c/o Sunstate Management Group, Inc.

P.O. Box 18809

Sarasota, FL 34276

Ph. (941)870-4920 Fax (941)870-9652

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION INC.

ARCHITECTURAL REVIEW COMMITTEE APPLICATION FOR ALTERATIONS

Name(s) of Unit owner(s): _____

Unit #: _____ Phone: _____ E-Mail: _____

I/We, being members of the Jacaranda Country Club Villas Condominium Association, hereby request the Architectural Review Committee thereof approve the following described construction, improvement, or other alteration to my/our unit:

(Attach additional sheets, if necessary)

I am/We are submitting herewith the following supporting documents:

- _____ Specifications of the construction, improvement, or alteration
- _____ Engineering drawings
- _____ Color and samples
- _____ Manufacturer's promotional material
- _____ Pictures
- _____ Other

By this request, I/We, as owner(s) assume full responsibility for any and all required permitting, verification of contractor licensing and workers' compensation insurance (if required by law), conformity, installation, maintenance, replacement and cost of the above work. I/We further agree to indemnify and hold harmless the Jacaranda Country Club Villas Condominium Association, Inc., any member of its committees, or any employee or agent for any claims arising out of this action. I will notify Sunstate Management within 14 days of the completion of the improvements requested and understand that a final ARC inspection will be made within 30 days thereof to verify compliance.

Signature _____ Signature _____

Print Name _____ Print Name _____

Date Submitted _____

~For Official Use Only~

Date application received _____ Date Approved/Denied _____

Reason for Denial _____

ARCHITECTURAL REVIEW COMMITTEE

/s/ _____ /s/ _____ /s/ _____

Re-inspection

/s/ _____ /s/ _____ /s/ _____