

Brock Property Management, Inc.
 12444 W. Atlantic Blvd., Coral Springs, FL 33071
 Phone: (954) 753-2675 Fax: (954) 340-8541
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ARCHITECTURAL MODIFICATION FORM (AMF)

Property Owner(s) _____	Date _____
Home Phone _____	Cell _____ Email _____
Property Address _____	
Legal Description _____	
Community Name _____	Lot # _____

Write a brief description of modification, project, or improvement below. Include paint color, pavers color, shutter color, etc.

Anticipated Starting Date: _____ Completion Date: _____

Required Documents:

- a. A recent survey of the subject property wherein the exact location of the proposed improvement has been delineated on the survey (to-scale).
- b. One (1) full set of plans and specifications.
- c. Proof of ownership (copy of Warranty Deed).
- d. A color photo or sample of the material you will use (window/door, paint scheme, fence material/color, roof tiles, etc.)
- e. Copy of contractor's license
- f. Copy of contractor's insurance (liability and workman's comp) certificate listing the association as an additional insured. It should read on the certificate:
 Association Name
 c/o Brock Property Management, Inc.
 PO Box 770850, Coral Springs, FL 33077

PLEASE NOTE: THESE ITEMS WILL NOT BE RETURNED. NO CHANGES MAY BE MADE IN PLANS AFTER APPROVAL WITHOUT THE WRITTEN CONSENT OF THE ASSOCIATION.

CONDITIONS:

- 1. You are responsible for any and all damage to underground utilities, including sewer, water, cable, electric & phone.
- 2. You must remove all debris (concrete, fill, etc.) from around your home and re-sod any areas that are modified or destroyed.
- 3. You are responsible for any damage that may be caused to the sidewalks or roadways from heavy equipment.
- 4. Subject to the Board's final inspection and approval after construction is completed.
- 5. You are responsible to maintain the alteration.

PLEASE NOTE: OTHER CONDITIONS MAY BE APPLICABLE. THESE CONDITIONS WILL BE DETERMINED AND STIPULATED ON AN INDIVIDUAL BASIS. APPROVAL ONLY GOOD FOR NINETY (90) DAYS FROM THE APPROVAL DATE.

ACKNOWLEDGEMENT

I, _____, (**homeowner name**) residing at _____ (**address**), hereby make application for approval, pursuant to the regulations of my neighborhood association, for the architectural changes above noted and if said approval is granted, I agree to comply with the conditions stipulated herein and to the appropriate building department to obtain all permits required. I further understand that I may be prosecuted by the Association should I fail to comply with its Covenants and Restrictions.

SIGNATURE OF OWNER: _____ **DATE:** _____

HOMEOWNER/CONDOMINIMUM ASSOCIATION ONLY: BOARD RESPONSE

APPROVED: _____ DATE: _____ SIGNOFF BY: _____ SIGNOFF BY: _____ SIGNOFF BY: _____	DENIED _____ DATE: _____ REASON: _____ SIGNED BY: _____ SIGNED BY: _____ SIGNED BY: _____
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