

LAKE PARK CONDOMINIUM ASSOCIATION, INC.

900 NE 199 STREET, MIAMI, FL. 33179

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REQUEST FOR APPROVAL FOR ARCHITECTUAL MODIFICATION

INSTRUCTION: In order to process this application, the following items must be submitted either by Email (1 PDF File) or Fax, at the information listed above, at least 14 business days prior to the scheduled commencement of any work:

1. This complete application.
2. Detailed description and specification of the proposed modification. (Example: Type, Location, Materials, Color, Design, Dimensions. Plans, Survey, pictures and other information as may be pertinent to complete your request).
3. Copy of Proposal or Agreement made with Contractor which includes the Description of the Services being provided.
4. Copy of the Contractor's License or Professional Trade Certification
5. Copy of the Certificate of Liability Insurance naming the Association.
6. Copy of County Permits (If applicable).

To: Board of Directors and/or Architectural Review Board

From: Owner's Name: _____ Account# _____

Property Address: _____

Phone: _____ Email: _____

I/We are hereby requesting to make the following modification, alteration or addition as described below (Check all that applies):

Homeowners Association:

- Painting Roof Doors & Windows Shutters Landscape Driveway Satellite Dish
 Roof Extension Awning Screen Enclosures Fence & Gate Lighting Other

Condominium Association:

- Water Heater Plumbing Entrance Door Windows Shutters Cabinets Electrical
 Flooring (65llc Sound Proof req.) AC Replacement (Permit Req.) Other

Description (Attach additional pages if necessary);

Contractor Information: (If work is being done by the Owner, please leave this section blank and mark the box **NO CONTRACTOR/BY OWNER**)

Company Name: _____

Address: _____

Phone: _____ **Email:** _____

License#: _____ **Liability Co. Name & Policy#:** _____

Contractor Signature: _____

By submitting this Application, we agree to the following terms and conditions as described below:

- Do not commence any work or modifications until written approval is granted. If work begins prior to being authorized, the Owner will be fined.
- All installations, alterations and modifications shall be of professional design, quality and materials.
- The Board of Directors / Architectural review Board reserves the right to require additional information & request modification to the original plans.
- Any approval granted herein is subject and conditioned upon obtaining the necessary approval / permits required from the city and/or county Building and Zoning Departments, as may be required in accordance with the local codes, laws and ordinances, prior to the commencement of work. It is the Owners responsibility to provide said information to the Association to validate the Architectural request.
- Accesses to areas of construction are to be made exclusively through the individual owner's lot, property and/or unit entrance only.
- The owner shall be ultimately responsible for any damages incurred to common property, other property and personnel injury as a result of the modification or improvement, violation of the rules and regulation and/or negligence on his behalf and/or his contractors, vendors. The Association has the irrevocable right to subrogate damages, expenses and the cost of defense to the Owner.
- During construction of any approved modification or improvement, all portions of the property shall be kept clean, neat and in an orderly condition at all times. Any debris, trash or mud resulting from the construction shall be promptly removed or remedied, as appropriate, from the lot, unit, property limited and/or common elements on a daily basis.
- Abide with the Association's authorized days and approved hours for construction and modification as listed on the Rues and Regulation.
- All contractors must be properly licensed and insured for liability. Proof of such is REQUIRED prior to the modification.

Signature of Owner(s) _____ / _____ Date: _____

For Board of Directors and/or Architectural Review Board Use Only:

Date Application Received: _____ Date of Disposition: _____

Approval Granted: ____ Subject to additional terms or requirements as noted below and/ or attached (____ check if applicable).

Approval Denied: ____ Explanation: _____

Members(s) of the Board of Directors and/or Architectural Review Board

Signature: _____ Print Name: _____