

Member of Community ASSOCIATIONS INSTITUTE

## **EXTERIOR ALTERATION APPLICATION**

**WARNING:** Exterior alterations commenced without prior approval of the Architectural Committee is in violation of the covenants and is at the homeowners' own risk. (Please review all the Conditions, Restrictions, Easements, Charges, and Liens.)

**FROM:** (Please print in ink or type)

Name:		
Unit Address:		, Virginia Beach, VA 23451
Phone: (H)	(W)	(C)
Email:		
APPLICATION FOR:		
DATE PROJECT EXPECTE	D TO BEGIN:	
DESCRIPTION OF ALTER	TION. Supplemental she	eets sketches plats and drawings that

**DESCRIPTION OF ALTERATION:** Supplemental sheets, sketches, plats and drawings that fully describe the proposed alteration **must** be attached **before** the ACC/Board of Directors will review the application. In case of an exterior color change, a sample of the new color along with a description of the existing color **must** be submitted.

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**<u>\*NOTE</u>**: Incomplete applications will be returned without processing.

Please return completed form to The Select Group at the address or fax number below or email it to <u>mromero@theselectgroup.us</u>