ARCHITECTURAL REVIEW COMMITTEE REQUEST FOR CHANGE Cleveland Hall

Effective June 1, 2014, owners need to submit a \$35.00 fee for processing (this fee will not apply to satellite dish requests). Owners need to check one of the two options for payment below:

ARC Processing Fee \$35.00	Charge my account	Check attached payable to my HOA 🔲		
Property Owner: Property Address:				
City, State, Zip:		Email Address		
Cell/Other Phone:		Home Phone:		
Improvement: (Complete Des	cription)			
Licensed Contractor will be us	sed: Yes No	ve you obtained: Yes No		
Dimensions:	(if applicable)	Contractor Name:		
Color:	(if applicable)	Contractor Phone:		
Location:	_ (on home/property)	Cost of Project:		
Construction Materials:				
Paint/Stain Selection (if applied				
	/Dlagge list the	naint/stain color manufacturer name ata)		

(Please list the paint/stain color, manufacturer name, etc.)

All Submissions must be accompanied with the following:

- Architectural drawing and/or pictures
- Property survey/plat showing improvement(s)
- Description and samples of materials
- Evidence of government approval (permits for city and county, etc.) where applicable

NOTE: REMEMBER TO ALLOW THIRTY (30) DAYS AFTER SUBMISSION TO THE ARC.

PLEASE RETURN INFORMATION TO: Ghertner & Company

Attn: ARC Request

50 Vantage Way, Suite 100

Nashville, TN 37228 Fax: 615-259-4540

Email: hsr@ghertner.com

IMPORTANT NOTICE: FOR YOUR PROTECTION, INQUIRE AND OBTAIN CITY AND/OR COUNTY PERMITS BEFORE SUBMITTING REQUESTS FOR APPROVALS TO THE ARC.

APPROVAL OF ANY STRUCTURE BY THE ARC IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE HAS BEEN BUILT IN ACCORDANCE WITH ANY GOVERNMENTAL REGULATION(S) OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

NEITHER DECLARANT, THE ASSOCIATION, THE ARC, THE BOARD, NOR THE OFFICERS, DIRECTORS, MEMBERS, EMPLOYEES AND AGENTS OF ANY OF THEM SHALL BE LIABLE IN DAMAGES TO ANYONE SUBMITTING PLANS AND SPECIFICATIONS TO ANY OF THEM FOR APPROVAL, OR TO ANY OWNER OF PROPERTY AFFECTED BY THE DECLARATION BY REASON OF MISTAKE IN JUDGEMENT, NEGLIGENCE OR NONFEASANCE ARISING OUT OF OR IN CONNECTION WITH THE APPROVAL OR DISAPPROVAL OR FAILURE TO APPROVE OR DISAPPROVE ANY SUCH PLANS OR SPECIFICATIONS; NOR SHALL ANY OF THEM ASSUME LIABILITY OR RESPONSIBILITY FOR ANY DEFECT IN ANY STRUCTURE CONSTRUCTED FROM ANY SUCH PLANS AND SPECIFICATIONS.

Homeowner acknowledges that he/she has read all pages of	of this form:		
HOMEOWNER'S SIGNATURE	HOMEOWNER'S SIGNATURE		
DATE SIGNED	DATE SIGNED		
INTERN	IAL USE		
Date Management Firm Rec'd:/	Rec'd By: Date Denied:/		
Approval/Denial Explanation:			
Architectural Review Committee Signatures:			

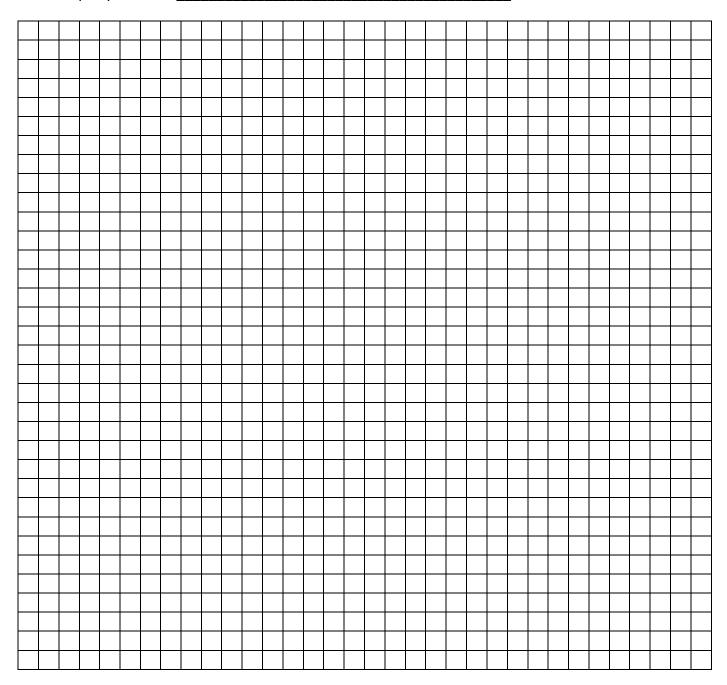
Note: You may not begin construction on any modification until you have received a written correspondence from the Architectural Review Committee.

Architectural Committee Request Sketch Form Cleveland Hall

SKETCH OUTLINE OF PROPOSED IMPROVEMENT BELOW

(include location of property lines, house, driveway, etc. and proposed improvement)

Property Owner:		
Property Address:		



6/1/14