

Bent Tree POA Inc.
c/o Campbell Property Management
401 Maplewood Drive #23
Jupiter, FL 33458
(561) 203-7910 Fax (561) 277-2481

PLEASE RETURN FORM TO: JUPITER@CAMPBELLPROPERTY.COM

REQUEST for ARCHITECTURAL MODIFICATIONS

IMPORTANT: ARC APPLICATIONS MUST BE SUBMITTED PRIOR TO THE ARC MEETING WHICH IS HELD ON THE 4TH WEDNESDAY OF EACH MONTH IN ORDER TO BE REVIEWED PRIOR TO PRESENTATION TO THE BOARD FOR FINAL DECISION.

Owner(s) Name: _____

House Address: _____

Contact Number: _____ Email Address: _____

Approval is hereby requested to make the following modification(s) as described and depicted below and on additional pages as necessary. Please include such details as dimensions, materials, color, design, size, location and other pertinent data to help expedite the approval process.

REQUIRED ATTACHMENTS:

_____ This form completed in full and signed and dated by unit owner.

_____ Survey must include any additions, alterations or structural changes. Survey must clearly note any easements that may be encroached upon & obtain approval from applicable parties.

_____ Provide pictures of item(s) you are requesting approval for.

_____ Contract/Proposal from contractor performing work (as applicable), including license and current Insurance. **ON THE CERTIFICATE OF INSURANCE IN THE SECTION TITLED CERTIFICATE HOLDER IT MUST STATE BENT TREE POA HOMEOWNER NAME HOMEOWNER ADDRESS**

_____ Written approval of neighbors if access is required utilizing their property.

TERMS OF AGREEMENT TO PERFORM WORK:

- _____ Owners
Initials

1. NO WORK may be commenced prior to the approval of the ARC (Architectural Review Committee) and Board of Directors.
- _____ Owners
Initials

2. If the modification is not approved or is not completed as approved, said approval can be revoked and the modification will be required to be removed immediately by the owner at owner's expense. If owner fails to perform this within 30 days of notice to remove by Bent Tree POA may have the work performed at owner's expense.
- _____ Owners
Initials

3. Owner is responsible for payment of and repair to any and all damages done to common areas and neighbor's property as a result of work being performed. This includes repairing of the road surface, replacement of damaged sidewalks, landscaping, shrubbery, irrigation, etc.
- _____ Owners
Initials

4. No materials may be placed on the roads, sidewalks, or grass swales: this (including sand, dirt, wood, pavers, landscape materials etc.). Any common area damages to be repaired and paid by owner within 7 days of notice by POA.
- _____ Owners
Initials

5. Bent Tree POA and its directors and ARC members shall always be "held harmless" for any and all incidents or damages that may arise during or after the project.
- _____ Owners
Initials

6. To abide by the decision of the ARC and the Board of Directors.
- _____ Owners
Initials

7. Owner is responsible for complying with all Easements, State, County and City building codes and to obtain all applicable permits.
- _____ Owners
Initials

8. IMPORTANT CONDITIONS OF APPROVAL: Owner understands and agrees that this approval is valid for ninety (90) days from date of approval. Should approved work fail to commence within 90 days of approval, said approval will be revoked and owner will be required to submit a new ARC Form requesting specific modifications.
- _____ Owners
Initials

9. By signing below, owner acknowledges their agreement with this and understands that failure on their part to promptly remedy the unapproved modification may result in legal action by Bent Tree and that the owner shall be responsible for all fees and costs incurred. Owners to initial each item #1 thru 9.

_____ Date of Request _____ Signature of Owner (Owner agrees to all of the above) _____ Printed Name of Owner

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This section below line to be completed by ARC committee & Board of Directors

APPROVED: _____ NOT APPROVED _____ APPROVED WITH CONDITIONS STATED BELOW: _____

Comments/Conditions of Approval: _____

| | | |
|------|------------------------|------------|
| DATE | ARC SIGNATURE | PRINT NAME |
| DATE | BOARD MEMBER SIGNATURE | PRINT NAME |