



**THOUSAND OAKS at CONGRESS MASTER ASSOCIATION INC.
ARCHITECTURAL REVIEW COMMITTEE
APPLICATION AND APPROVAL FORM**

Please print or type all information.

Name: _____ Check one: Owner ____ Tenant ____

Physical Address: _____

Phone: (H) _____ (W) _____

Subdivision: _____ Lot: _____ Email Address _____

Approval is hereby requested to make the following modifications, alterations or additions to my home or lot. I accept responsibility for all damages and cleanup of "all common property" affected after the work is completed by the contractor or me. I will secure all of the required approvals (building permit, etc.) from the City of Riviera Beach or other authorities prior to any work beginning.

The following must be submitted with the application: 1. Copy of actual survey showing changes being made; 2. Photo or actual sample of material being used; 3. Name, contact information and copy of insurance, if a licensed contractor is performing the work and 4. Pictures of unit and area showing where proposed changes are being made.

Describe: _____

Owner's Signature: _____ Date: _____

Property Manager

Date Received: _____ Are there any outstanding violations on this property? Yes ____ No ____
Are the HOA fees current on this address? Yes ____ No ____

Property Manager

Thousand Oaks ARC

Date first received: _____ Application incomplete, contacted owner: _____

Comments: _____

Approved ____ Denied ____ Thousand Oaks ARC Members: _____,
_____ , _____

ARC Liaison Review Date

Date Delivered back to the Property Manager for transmittal.