

# South Paula Point Condominium Association, Inc.

## Request for Exterior Addition or Modification

Request From: \_\_\_\_\_ Date: \_\_\_\_\_

Local Address: \_\_\_\_\_ Acct. # \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### - - - DOCUMENT CHECKLIST - - -

*(To be submitted at time of request)*

- |                                  |   |   |
|----------------------------------|---|---|
| <input type="checkbox"/> Permit  | <input type="checkbox"/> Specifications     | <input type="checkbox"/> Building Plans |
| <input type="checkbox"/> Details | <input type="checkbox"/> Vendor Information | <input type="checkbox"/> Photos         |

Brief Description of alteration, improvement, addition, etc.

\_\_\_\_\_  
\_\_\_\_\_

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Certificate of Insurance: \_\_\_\_\_

Occupational License #: \_\_\_\_\_

### - - - HOMEOWNER'S AFFIDAVIT - - -

I have read the Deed Restrictions and Policies of the South Paula Point Condominium Association, Inc., and agree to abide by same. No work will commence without the written approval of the Architectural Review Committee/Board of Directors. *Work must commence within thirty (30) days of approval unless otherwise indicated and approved.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

.....  
**ARCHITECTURAL CONTROL COMMITTEE RECOMMENDATION**

Approved                       Denied                      Date: \_\_\_\_\_

Signature: \_\_\_\_\_                      Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_                      Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_                      Print Name: \_\_\_\_\_

FOR THE BOARD OF DIRECTORS:

Signature: \_\_\_\_\_                      Print Name: \_\_\_\_\_

**PLEASE MAIL YOUR REQUEST TO:**

**South Paula Point Condominium Association, Inc.**  
C/O MONARCH ASSOCIATION MANAGEMENT, INC.  
500 Alternate 19 South – Palm Harbor, FL 34683  
(727) 204-4766 – [admin@monarcham.com](mailto:admin@monarcham.com)

Received: _____
To ARC: _____
Approved: _____
Denied: _____
Final Approval: _____