

SOMERSET HOMEOWNERS' ASSOCIATION, INC.
c/o GRS Management Associates, Inc.
3900 Woodlake Blvd. Suite 309
Lake Worth, FL 33463
Phone: (561) 641-8554 * Fax: (561) 641-9448

APPLICATIONS TO THE ARCHITECTURAL REVIEW COMMITTEE (ARC)

The ARC will review applications for any exterior changes to the residence or to the property itself within 30 days submission of completed application. When the form is completed, it should be returned to the Management Company via fax or mail.

A Completed Application Consists of the Following:

1. *APPLICATION FORM*: Completed and signed by property owners.
2. *MATERIALS AND COLORS*: Please include a sample of the material and color (i.e. screen, awning fabric, color swatches, etc.).
3. *DRAWINGS AND PHOTOGRAPHS*: A drawing or graphic description of the change must be included. This may be in the form of manufacturer's literature, photographs, or freehand or mechanical drawings with as much detail as possible.
4. *CONTRACTOR*: Must submit copy of their license and insurance
 - *INSURANCE CERTIFICATE HOLDER SHOULD READ AS FOLLOWS:*

SOMERSET HOMEOWNERS' ASSOCIATION, INC.
C/O GRS COMMUNITY MANAGEMENT
3900 WOODLAKE BLVD STE 309
LAKE WORTH, FL 33463

Alterations may not begin without the approval of the Board of Directors. If you have any questions, please contact us at residentservices@grsmgt.com.

THANK YOU FOR YOUR COOPERATION!
For the Board of Directors of Somerset HOA, Inc

SOMERSET HOMEOWNERS ASSOCIATION, INC.
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ALTERATION APPLICATION

Owners Name (s): _____

Address: _____

Date of Application Submission: _____

Phone (Day): _____

Date you would like to commence work on alteration: _____

Estimated End date of proposed alteration: _____

Describe in detail the type of alteration applying for:

Owner's Signature: _____

ARCHITECTURAL REVIEW COMMITTEE DECISION:

☐ THE ABOVE REQUEST HAS BEEN APPROVED AS SUBMITTED

☐ THE ABOVE REQUEST HAS BEEN APPROVED WITH THE FOLLOWING CONDITIONS:

☐ THE ABOVE REQUEST HAS BEEN DENIED FOR THE FOLLOWING REASON:

AUTHORIZED BY: _____

DATE: _____