

**BOCA GOLFPVIEW CONDO ARCHITECTURAL REVIEW BOARD
APPLICATION FOR APPROVAL TO MODIFY PROPERTY**

(Including: Any modifications to exterior common elements, any interior modification affecting common elements, walkway landscaping, and hurricane shutters, etc.)

Owner's Name: _____ Date: _____

Property Address: _____

Home #: _____ Cell #: _____ Email: _____

INSTRUCTIONS - CONDITIONS FOR APPROVAL

1. This application will not be processed unless signed by applicant(s) where indicated and the required supporting material is submitted.
2. All requests for modifications must include two (2) complete sets of plans and specifications prepared by an architect, engineer, private contractor, or other qualified person and shall be attached to this application.
3. Information contained in these plans and specifications must show the nature, kind, shape, height, materials, color and location of the requested change or alteration.
4. As a condition precedent to granting any request for a change, alteration or addition, the applicant, his heirs and assigns, hereby assumes sole responsibility for the repair, maintenance or replacement of any such addition, alteration or change and agree to maintain same in the approved condition.
5. The applicant assumes all responsibility for any infringement on or interference with existing facilities and easements on the property.
6. Approval of this request does not constitute approval of the structural integrity of the requested modification and is intended solely to maintain harmonious visual aesthetics within the community.
7. Approval is conditioned upon all applicable governmental permits or approvals, obtained by the applicant prior to construction and final inspections after work is being completed.
8. All work must be completed within 90 days of date of approval.
9. No work may be commenced until this form has been processed and returned to the applicant signed by an authorized representative of the Board.
10. The common areas of the community, including but not limited to streets, swales and sidewalks, are not to be used as a storage/staging area for materials to be used during construction. Additionally, no preparation of construction materials (e.g. mixing concrete) may be performed on any common areas. Non-compliance with this item may result in fines and/or legal action, or repair of damaged areas at homeowner's expense.
11. Access to areas of construction is only to be allowed through applicant's property and applicant is responsible for any damages caused to common areas.
12. It is the homeowner's responsibility to notify the management company by fax or e-mail when work has been completed

**BOCA GOLFVIEW
CONDO #1 ARCHITECTURAL REVIEW BOARD APPLICATION
FOR APPROVAL TO MODIFY PROPERTY
(continued)**

In accordance with and in understanding the requirements of the Declaration of Covenants, Conditions and Restrictions of the Governing Documents of the Community, to which I belong and in acknowledgment of, and in agreement with, the above stated conditions, I/we make application for the following addition, modification, change or improvement upon my/our property. (Describe in detail the modification requested and sign this form where indicated.)

*Signature of Applicant

*Signature of Applicant

(DO NOT WRITE BELOW THIS LINE)

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ASSOCIATION ACTION TAKEN: Your request is:

APPROVED ____ CONDITIONALLY APPROVED ____ DENIED ____ INCOMPLETE ____

The following additional information is required, or approval is conditioned upon:

By: _____ Date: _____
(Association Authorization)

Approval or Denial will be given within 30 days after request is received

Please mail form and all information attached to:

BOCA GOLFVIEW CONDOMINIUM, INC.
C/O GRS COMMUNITY MANAGEMENT
3900 Woodlake Blvd, Suite 309
Lake Worth, FL 33463

Email Address: residentservices@grsmgt.com
Office: (561)641-8554 | Fax: (561)641-9448



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463

Ph: (561) 641-8554 / www.grsmgt.com

REQUEST FOR ARCHITECTURAL COMMITTEE APPROVAL TO MODIFY UNIT AND/OR PROPERTY

Please note there is a required **Architectural Modification Application Processing Fee** in the amount of **\$25.00 payable to GRS Community Management** in the form of a money order or cashier's check.

CONTRACTOR/VENDOR GUIDELINES

All Homeowner and Condominium Associations require the following documents to be **provided by the Contractor/Vendor to the Homeowner** and submitted in whole with the Modification Application and Fee to be processed expeditiously:

1. _____ Current copy of Contractor/Vendor Occupational License.
2. _____ Current copies of a Contractor/Vendor Certificate of Liability Insurance, Automobile/Vehicle Insurance and Workers Compensation Insurance (or an Exempt Certificate must be provided).

The COI's Certificate Holder must reflect the following verbiage:

"Name of Association" (*in which the project is contracted*)
c/o GRS Community Management
3900 Woodlake Blvd. Suite 309
Lake Worth, FL 33463

The Association must be named as an Additional Insured.

3. _____ No Application will be processed without being completed in its' entirety and submitted without all required supporting documentation as listed above and/or the fee(s).
4. _____ Applications and/or documentation submitted in part(s) or through a third party will not be accepted and will be returned to the Homeowner.

Please submit payment with the attached application and ALL required documentation.

Thank you.