

CYPRESS WOODS HOMEOWNERS ASSOCIATION, INC.
C/O Banyan Property Management Services, Inc.
2328 S. Congress Ave., Suite 1C, West Palm Beach, Fl 33406
Phone (561)649-8585 ** Fax (561)649-0188

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ARCHITECTURAL APPLICATION

Please complete and sign this three (3) page form. Attach any samples, drawings, and color swatches. You must submit a copy of the Contractors proposal and/or sketch work to be done. Applications WILL NOT be accepted by the Architectural Review Committee until a copy of the **Contractor's Occupational License, Contractor's Certificate of Liability (with Cypress Woods HOA as certificate holder) and Contractor's Workers Compensation Insurance** is attached to this application. Also, a copy of the homeowners' property survey must be submitted if necessary for the work to be completed.

NAME: _____

ADDRESS: _____

LOT #: _____ **CONTACT PHONE#:** _____

SUMMARY OF REQUEST: _____

I am signing this form with the understanding that the improvement/alteration I am requesting does not:

1. Interfere with or obstruct any easements on my property or adjoining property (see #7 on page 2)
2. Allow the installation of these improvements/alterations to damage landscaping on my property, any adjoining property or common grounds of the Association.
3. Cause a nuisance or interference with the peace and privacy of the community.
4. Use unlicensed contractors or commence without the required permits from all governmental agencies.
5. I also do understand that I must start and complete work within a reasonable period of time.

If applicable, my application is accompanied by the following:

1. A plot, plan or sketch showing location of the proposed addition/alteration.
2. A picture, drawing or advertising material showing the proposed improvement.
3. A sample of the type, texture and color of any building materials being used on the exterior of my home.
4. Any materials or information that will assist the Committee in the evaluation of this project.

Last Name: _____ Lot# _____

Requesting: _____

- 5. **Contractor's Certificate of Liability and Worker's Comp. Insurance with Cypress Woods HOA as the certificate holder with the property manager's mailing address.**
- 6. **Contractor's Occupational License for Palm Beach County.**
- 7. If encroaching upon any easements, an "Application for Engineering Department Approval of Construction within Drainage Easement" and the "Removal Agreement", executed by the appropriate entities is attached. I / the homeowner agree to the requirements to remove the structure at my expense if access is required.
- 8. A \$500.00 deposit. I understand that this deposit will be returned upon completion of work, less any charges for damage to the common areas, sidewalks, sprinklers, pipes and so forth that I fail to repair.
- 9. I also agree that a representative from the ARC may enter my property to inspect work for compliance.
- 10. I also understand that if my application is approved, it is for "AESTHETICS" only and work must be started within 45 days of receipt of the approval.

Please sign below to indicate your agreement to the requirements listed on this application.

Signature

Date

Approval of ARC

WAIVER OF LIABILITY

LOT# _____ OWNER NAME: _____

THE UNDERSIGNED hereby agrees that any and all liability caused by or arising from any acts which may increase the hazard of susceptibility to loss on the described premises shall not be held against the Homeowners' Association or their representatives, and to indemnify them from all losses, costs, expenses and attorney's fees in connection with any such addition to said home/property.

As a condition precedent to granting approval of any request for change, alteration or addition to an existing basic structure, that the applicant, their heirs and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such alteration or additions. It is understood and agreed that the Association is not required to take any action to repair, replace, or maintain any such approved change, alteration or addition or any damage resulting there from for any reason to the existing original structure of any property. **THE HOMEOWNER ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP.**

I / We understand that, upon receipt of this application by the Architectural Review Committee, the committee has up to thirty (30) days for review.

HOMEOWNER: _____ DATE: _____

HOMEOWNER: _____ DATE: _____

Architectural Review Committee
Cypress Woods HOA, Inc.

For questions or further instructions:

EMAIL CYPRESSWOODS1@YAHOO.COM