

Exterior Modification, Addition or Alteration Application

Tahitian Place Homeowners' Association, Inc.

The function of this approval process is to help us all maintain the integrity and value of our property.

This application for exterior changes must be approved by the Board prior to ANY changes or additions to the exterior of Tahitian Place. The exterior is defined as all common areas and all limited common areas. Examples of the exterior – any surface change, i.e. windows, exterior doors, pavers, or gutters. This includes anything that will be painted, placed, hung and/or attached to the exterior of a wall or ceiling. Any changes or additions that are visible from outside your villa will need the approval of the Board of Directors. If you require more room, please utilize the back of this paper.

Applicant Name _____ Date Submitted _____

Address _____ Telephone Number _____

Description of Modification Requested: _____

Please be as specific as possible regarding any plans for exterior additions or changes you may have. Include photos where appropriate. The property manager and/or Board of Directors may require additional information as deemed necessary for reasonable review of the submitted modification request. Once we receive all necessary information, the board will strive to communicate the decision within 7 days.

By signing below, the applicant guarantees that, if the project is approved, all work will be performed in a safe, professional and workmanlike manner, and comply with applicable codes, laws and regulations. Applicant will indemnify Tahitian Place against any loss, personal injury or damage caused by a breach of this guarantee. All work associated with the change is the sole responsibility of the Owner.

Signature of Applicant: _____

PLEASE SUBMIT THIS FORM ALONG WITH YOUR INFORMATION TO:

[Monarch Association Management, Inc.](#)

E-MAIL TO sue@monarcham.com

***Thank you very much for your patience and understanding regarding our efforts to
maintain Tahitian Place as a beautiful and valuable community.***

Approved By: _____ Date Approved: _____ Expires: _____