

Newport Cove



7751 Stirling Bridge Blvd.
Delray Beach, FL 33446

**Architectural Control Board (ACB)
REQUEST FOR ARCHITECTURAL
MODIFICATION**

Application Form for Painting

Newport Cove Homeowners Association

Date app. form received with all required documents: / /

ABOVE THIS LINE - ACB USE ONLY

DATE OF ACTION: / /

ACTION: **Approved**
 Rejected

Signature ACB Chairman

Signature ACB Member

ABOVE THIS LINE - ACB USE ONLY

Note: For further information about modifications and alterations of your Newport Cove home, please visit our website: www.newportcovedelray.com then click on ACB tab for detailed information.

- INSTRUCTIONS:**
- In order to make exterior alterations to your property you must submit the applicable items as listed below and have prior ACB Approval before beginning work. Allow at least 30 **DAYS** for application review and processing. Please carefully read and fill out form in its entirety.
1. This completed application (2) signed copies
 2. Detailed description, specifications, pictures etc...
 3. Paint color samples, if applicable (attach to form)
 4. Copy of Contractor's License or professional trade certification
 5. Copy of Contractor's Liability Insurance
 6. Copy of Proposal or Agreement made with Contractor
 7. (2) two copies of all attachments

Owner's Name _____ Property Address _____ Check if owner-builder _____ Lot # _____

Telephone # _____ Email address _____ Name of person or Company performing work _____

• Please select **ONE** of the applicable categories:

Exterior Paintign main body Garage Door Front door Driveway Roof

Hurricane Shutters Other (please explain)

	<u>Existing</u>	<u>Proposed</u>
Main Body Color	_____	_____
Secondary Color	_____	_____
Trim Color	_____	_____
Front door color	_____	_____
Roof Color	_____	_____

Your application will be processed for approval upon receipt of all items required as listed above. Missing and/or incorrect items will delay processing. Please contact ACBnewportcovedelray@gmail.com via email with any questions.

By submitting this application, we agree to the following terms and conditions described below:

If approval is granted, the ACB will assume no liability with regards to structural adequacy, capacity, or safety features of the proposed alterations as submitted. The ACB will not be liable for any work performed. It is the homeowner's responsibility to see that all required licenses and permits are obtained. The homeowner takes full responsibility for all contactors and workers engaged to work on the homeowner's property.

Estimated date to start project _____
Estiated date to finish project _____

x _____ Date: _____

- Checklist - items Duplicates of
- ACB Forms Contractor Liability Ins. Drawings, detail & specifics
- Color Samples Contractor's license

Signature _____