

Request for Change or Addition

Townhouses of Saratoga Community Association, Inc.

NOTE: Please submit this form and additional item(s) (i.e., plat map, diagrams, paint chips, etc.). A copy reflecting the action taken by the Architectural Control Committee will be returned to you to become part of your permanent records.

MAIL TO: Townhouses of Saratoga Community Association, Inc., c/o Cardinal Management Group, Inc.,
4330 Prince William Parkway, Suite #201, Woodbridge, VA 22192
or FAX TO: 703-866-3156

UNIT OWNER'S NAME: _____

DAYTIME PHONE: _____ EVENING PHONE: _____

UNIT ADDRESS: _____

MAILING ADDRESS (if different): _____

DESCRIPTION/DIAGRAM OF MODIFICATION REQUESTED. (Please include a diagram and description of modification, sketch or picture, if applicable. If more space is needed, please use a separate sheet.)

The Architectural Committee and/or Board of Directors have up to 30 days to act upon this application, in accordance with the Association's Rules and Regulations, last updated October 2007.

I acknowledge and agree that I will be solely liable for any claims, including, without limitation, claims for property damage or personal injury, which result from the requested change or addition. I hereby indemnify the Association from and against any and all applicable codes and ordinances, and for obtaining all necessary permits and inspections for the requested change or addition and further that I am responsible for all maintenance, repair and upkeep of said change or addition.

(Date) (Signature of Owner)

ACTION BY THE ARCHITECTURAL CONTROL COMMITTEE

() Approved as requested.

() Approved subject to the following conditions/modifications: _____

() Disapproved for the following reasons: _____

COPY RETURNED TO UNIT OWNER ON: _____
(Date) (Signature of ACC)