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# TINGEN POINTE HOMEOWNERS ASSOCIATION, INC.

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## APPLICATION FOR APPROVAL OF ARCHITECTURAL IMPROVEMENT, MODIFICATION OR VARIANCE

Date: \_\_\_\_\_

Homeowner(s) Name: \_\_\_\_\_

Homeowner(s) Address: \_\_\_\_\_

Telephone Number(s):      h) \_\_\_\_\_ w) \_\_\_\_\_ m) \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Date Received: \_\_\_\_\_

REQUEST FOR:    ☐ Preliminary Approval      ☐ Final Approval

In accordance with the Tingen Pointe Homeowners Associations Declaration of Covenants, Conditions and Restrictions, I request your consent to make the following changes, alterations, renovations, additions and/or removals to my property.

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(Please attach a detailed drawing or blueprint of your plan(s) and a copy of your lot plat in duplicate.)

Is this an amendment to a previous request? \_\_\_\_ If yes, approximate date of previous request? \_\_\_\_  
I understand that under the Declaration of Covenants, Conditions and Restrictions, the Covenants Committee will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

- No work or commitment of work will be made by me until I have received written approval from the Association.
- All work will be done at my expense and all future upkeep will remain my expense.
- All work will be done expeditiously once commenced and will be done in a good workman - like manner by myself or a contractor.
- All work will be performed at a time and in a manner to minimize interference and inconvenience to other homeowners.
- I assume all liability and will be responsible for all damage and/or injury, which may result from performance of this work.
- I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.

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- I will be responsible for complying with and will comply with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work.
- I understand and agree that the Association, its Board of Directors, or its designated committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work comply with any law, code, regulation or governmental requirements.
- I understand that a decision by the Committee is not final and the Board of Directors may reverse or modify a decision by the Committee upon the written application of any Owner made to the Board of Directors within ten (10) days after the Committee makes its decision.

The contractor is \_\_\_\_\_.  
If approved within twenty-one (21) days, the work would start on or about \_\_\_\_\_ and  
would be completed by \_\_\_\_\_.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

☐ APPROVED      ☐ REJECTED      ☐ ADDITIONAL DOCUMENTATION NEEDED

**\*\* Homeowner will include plans, pictures, material samples, or other; to properly give enough information for the Board to understand the concept being applied for.**

Plans and Specifications for improvements and/or alterations: ☐ Attached ☐ Not Attached

Send requests to: [jamie@littleandyoung.net](mailto:jamie@littleandyoung.net) or mail to PO Box 87209, Fayetteville, NC 28304.

**Homeowner(s) Signature:**

\_\_\_\_\_  
Homeowner Signature  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Homeowner Signature  
Print Name: \_\_\_\_\_