RANCHETTE LAKE HOMEOWNERS' ASSOCIATION, INC.

c/o Soleil Property Management
PO Box 212964
Royal Palm Beach, FL 33421

APPLICATION FOR ALTERATIONS

HOMEOWNER NAME: _____

PROPERTY ADDRESS: _____ LOT #: _____

CONTACT PHONE: _____ EMAIL ADDRESS: _____

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

_____

_____

_____

Is there a permit required? Yes _____ No _____

Has the project been approved by the City/County Authority? (If applicable, please provide copies of such documents.)

Contractor/Vendor Name: _____

License Number: _____ Telephone No.: _____

Please email application and required documents directly to: Admin@SoleilPropertyManagement.net to begin processing.

A $25 ARC Processing fee is required payable to Soleil Property Management.

An application requesting approval of any alteration which occurs outside the exterior walls of the building, MUST BE ACCOMPANIED BY THE FOLLOWING: A SKETCH INDICATING LOCATION, SIZE AND TYPE OF CONSTRUCTION; A COPY OF YOUR SURVEY SHOWING WHERE THE CHANGES WILL BE LOCATED, AND OTHER PERTINENT INFORMATION. ALSO ATTACH A COPY OF YOUR CONTRACTOR'S LICENSE, INSURANCE CERTIFICATE (LIABILITY & WORKMAN'S COMP. CERTIFICATE).

If approval is granted, it is not to be construed to cover approval of any County Code requirements. A building permit from the County Building Department is needed on most property alterations or improvements. NOTE: Any alterations may not encroach onto any existing easements. As a condition precedent to granting approval of any request for a change, alteration, or addition to an existing basic structure, the applicant, the heirs, and assigns thereto, hereby assume sole responsibility for the repair, maintenance, or replacement of any such change, alteration, or addition. It is understood and agreed that the ASSOCIATION AND ITS MANAGING AGENT are not required to take any action to repair, replace, or maintain any such approved change, alteration, or addition, or any damage resulting therefrom for any reason to the existing original structure, or any other property. THE UNIT OWNER ASSUMES ALL RESPONSIBILITY AND COSTS FOR ANY ADDITION OR CHANGE, AND ITS FUTURE UPKEEP PLUS ANY WORK THAT HAS TO BE DONE ON THE COMMON GROUNDS THAT IS AN ADDED EXPENSE BECAUSE OF THIS ADDITION OR CHANGE. NOTE: FENCE INSTALLATIONS WILL REQUIRE THE HOMEOWNER TO MAINTAIN THE FENCE AND LANDSCAPING AROUND THE FENCE AS WELL AS INSIDE THE FENCE AREA. THIS MAINTENANCE MUST BE DONE BY THE HOMEOWNER AT NO EXPENSE TO THE ASSOCIATION.

_____ _____

HOMEOWNER SIGNATURE DATE

FOR ASSOCIATION / ARC USE ONLY

Date Received: _____ Approved: _____ Denied: _____ Date of Decision: _____

Conditions / Notes: _____

_____ _____

Board / ARC Member Community Association Manager