

**WHITTIER OAKS HOMEOWNERS ASSOCIATION**  
**C/O Residential Management Concepts, Inc.**  
**806 South Military Trail**  
**Deerfield Beach, Florida 33442**  
**954-426-0151**

Please Complete the Whittier Oaks ARB Form & Provide The Following:

1. A copy of the contract between you and the contractor
2. A copy of the contractor's business license
3. A copy of the contractor's Certificate of Insurance listing the Certificate Holder as: Whittier Oaks HOA
4. Product specs from the manufacturer
5. The documentation survey permit (if required for the project being done)
6. When Painting- there are three options to choose from-
  1. Body Color
  2. Trim Color
  3. A Brown Color

\*Please note that if you use a brown color, you will need to obtain a swatch of the shade you want to use from Sherwin Williams & provide it to the committee  
Please remember that the garage and front door must be painted the same color
7. When Replacing Windows & Doors- you must provide paperwork showing that the window / sliding glass / doors meet your County's resistant standards

**THE REQUIRED PAPERWORK CAN BE EMAILED TO: MARIE@RMCFLORIDA.COM**

**ALL SAMPLE MATERIALS CAN BE LEFT OUTSIDE OF YOUR GARAGE**

**WHITTIER OAKS HOMEOWNERS ASSOCIATION**

**REQUEST FOR REVIEW OF ARCHITECTURAL MODIFICATION**

Owner's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Projection Completion Date: \_\_\_\_\_

Approval is hereby requested to make the following modification(s), alteration(s), or addition(s) as described and depicted below or on additional pages if necessary.

**Please include details of the work to be done, such as dimensions, materials, color, design, location, and all other pertinent information:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I Understand / Agree:

1. That if the modification is not completed as approved, said approval could be revoked and the modification will be required to be removed by the owner at the owner's expense.
2. That I am responsible to pay for and repair any and all damage down to the common areas as a result of an installation.
3. To comply with the state, county, or city building codes and to obtain all necessary permits if applicable.
4. To abide by the decision of the Architecture Review Committee or the Board of Directors
5. If the modification is not approved or does not comply, I/we may be subject to court action by the Association and that I/we shall be responsible for all reasonable attorney's fees.
6. Homeowners May Only Rely On Written Approvals As Evidence Of An Approval.

Date Of Request: \_\_\_\_\_ Homeowner Signature: \_\_\_\_\_

Date APPROVED: \_\_\_\_\_ Date DENIED: \_\_\_\_\_ Date NOTIFIED: \_\_\_\_\_

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<http://wohoaparkland.com/>

### **REQUIREMENTS FOR REPLACING DOORS & WINDOWS**

- A copy of the completed ARB form with a detailed description of the work you are planning to have done.
- A copy of the signed Contract between you and the contractor showing the scope of work being done
- Product Specifications- please provide the dimensions, materials, colors being used. (glass color, frame color, etc.)
- Please provide full-sized color photos of the windows/sliders that are currently on your home that you are replacing
- A copy of the contractor's Certificate of Insurance listing the Certificate Holder as Whittier Oaks HOA.
- A copy of the contractor's Business License.