

**ALTIS MASTER ASSOCIATION  
DESIGN GUIDELINES – FORMS**

**FORM E: NOTICE OF COMPLETION  
Owner shall complete the following:**

*I hereby certify that all work has been completed and done in substantial compliance with the approved Plans and Specifications and the Design Guidelines.*

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

Property Address: \_\_\_\_\_ Mailing Address (if different): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Owner Signature: \_\_\_\_\_

Type of Work:

(Please Check one or more)

Architectural  Landscape  Hardscape  Water Feature  Patio Cover  Lighting

Solar Equipment  Other  \_\_\_\_\_

**Submit color photographs of all installed improvements including retaining wall systems, drain inlets, light fixtures, equipment areas, pools, patio covers, backs of fireplaces, equipment areas and trees/plantings.**

Do not write below this line (For Board/Design Review Committee use only)

**The Design Review Committee conducted the Final Inspection by:**

Reviewing the Owner submitted photographs  Conducting a site visit

**The Design Review Committee recommends the following:**

- APPROVED: Final inspection is complete, and the Improvements are in substantial conformance with the approved plans and the Design Guidelines.
- DISAPPROVED: The Improvements are **not** in substantial conformance with the approved plans, specifications and/or Design Guidelines. The Applicant must complete/modify/remove the items noted below. After all items have been corrected, re-submit to the DRC for final approval.

\_\_\_\_\_

**DRC Authorized Representative Signature**

\_\_\_\_\_

**Date**

**Improvements to be removed or modified by Owner:**

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**If no Improvements must be removed or modified, insert "None."**