

**Church Mills Homeowners Association
C/o Spectrum Property Management
P.O. Box 1562
Great Falls, VA 22066**

Notification of Intent to Start a Home-Based Business

Notice to Owners: When a property owner / resident requests approval to operate a home-based business in Church Mills Homeowners Association, before that request can be considered by the Board of Directors, all adjacent neighbors must sign this form indicating that they have been notified of the proposed business. Signing is merely confirmation that the person requesting to operate the business has informed you of his / her intent to seek approval.

To be completed by the person seeking approval:

Name: _____ Request Date: _____

Address: _____

Home Phone: _____ Work or Cell Phone: _____

Brief Description of Proposed Business: _____

Other Owners / Neighbors: Signing this form does not indicate approval or disapproval -- only that you have been informed of the proposed home-based business. If you have comments for or against this request, they should be directed to the CMHA Board of Directors within 14 days of signing this form. Use the address shown above or call 703-307-2965.

Name: _____ Date: _____ Owner / Renter

Address: _____ Signature: _____

Name: _____ Date: _____ Owner / Renter

Address: _____ Signature: _____

Name: _____ Date: _____ Owner / Renter

Address: _____ Signature: _____

Name: _____ Date: _____ Owner / Renter

Address: _____ Signature: _____

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For Office Use Only:

Date Received by Board: _____ Date of Action: _____ (Approved / Denied)