

ARCHITECTURAL CONTROL COMMITTEE
The Towers Homeowners' Association Request
for Approval

CONTACT INFORMATION

NAME: _____

PROPERTY ADDRESS: _____

DAYTIME TELEPHONE/CELL: _____

E-MAIL ADDRESS: _____

Describe the proposed alteration in detail. Include a **drawing** of your property with the location and dimensions of the improvement indicated. Please attach additional information such as photographs, specifications, plans, samples, color swatches, and materials as needed. Please be as specific as possible.

All work is subject to federal, state and local building codes, ordinances and regulations and is the responsibility of the homeowner. The Towers Homeowners' Association does not assume responsibility for compliance on **any** level.

Per the By-Law's, if construction is completed **without approval**, the HOA has the authority to remove it - at owners' expense. For your protection, we recommend that you use licensed, bonded, insured contractors.

Submit your request via email or USPS to the addresses below:

The Towers HOA
Investment Property Services
422 Mockingbird Ln.
Corrales, NM 87048
(505) 897-6735

Please sign and date the attached WAIVER OF LIABILITY form with your request. Your request **will not** be processed without this.

Written notification of approval or disapproval of your request will be mailed- USPS, faxed or emailed to you within 15 days or sooner upon **receipt** of your request.

**ARCHITECTURAL CONTROL COMMITTEE
THE TOWERS**

Waiver of Liability

I understand and agree to the following terms and conditions:

1. The modification must be constructed/installed as approved. Noncompliance may result in revocation of approval. If approval is revoked due to noncompliance, the homeowner agrees to remove the modification/change at their expense within thirty (30) days. If the deadline passes, the Towers HOA will have the right to remove the modification at the owner's expense.
2. The homeowner is responsible for all actions of their contractor/worker. Please be advised that you will be charged for any damage to any **other** property (drive way, trees, bushes, sidewalks, street signs, curbs, etc.) due to the actions of your contractor/worker.
3. Owner agrees to adhere to all local, state and federal regulations, laws, and **codes** and will obtain any/all **necessary permits**. The Architectural Control Committee (ACC) approval in no way relieves the owner of such compliance obligations and responsibility.
4. Owner agrees to abide by the terms and decisions of the ACC and/or the Board of Directors. It is understood the Towers Home Owners Association is/will not held liable for any type of injury or accidents by the homeowner or their contractor/workers etc., due to the work being performed
4. Owner may be subject to court action by The Towers Homeowners' Association and shall be responsible for all attorney and court costs associated with such in the event that the modification is not compliant or was not approved.
5. Owner agrees to maintain the improvement. If the improvement is not maintained, the Towers Homeowners Board of Director's will have the right to **remove or maintain** the changes. All costs of such removal or maintenance will be the responsibility of the Homeowner as agreed by the signature on this document.
6. ACC Request for Approval forms **will not** be accepted without the signature of the Owner.

This *compliance and liability waiver*
is hereby agreed to and signed this _____ day of _____, 2022

OWNER SIGNATURE: **DATE**

OWNER SIGNATURE: **DATE**

PROPERTY ADDRESS:

ACC approval: _____ **Date:** _____