

Section 3: Appendix

3.1 Architectural Submittal Form

**ARCHITECTURAL SUBMITTAL FORM**  
**MONTEREY AT MIRABEL VILLAGE COMMUNITY ASSOCIATION**  
**C/O AZCMS, LLC. 15300 N. 90th St., Suite 800, Scottsdale, AZ 85260**  
**Phone: (480) 355-1190**  
**ARC@azcms.com**

*(Please type or print. Incomplete or illegible submittals will be returned.)*

<b>Member Name:</b>	<b>Ph #:</b>
<b>Address:</b>	<b>Cell #:</b>
<b>Email:</b>	<b>Lot #:</b>
<b>Contractor:</b>	<b>License #:</b>
	<b>Ph #:</b>
<b>Description of work to be performed:</b>	
<b>Time period in which work is to be completed:</b>	
<b>Materials to be used (attach samples of hardscape materials):</b>	
<b>Color Scheme:</b>	

**Attach two (2) copies of drawings and/or blueprint of your submittal. Please indicate all materials, dimensions, color and the exact location of the proposed work to be completed. Drawings or brochures of similar projects may also be submitted. Major construction projects MUST include elevation drawings. INCOMPLETE REQUESTS WILL BE RETURNED. You must have written approval from the Architectural Review Committee prior to making any improvements or exterior changes to any part of your lot. To avoid misunderstanding, you cannot proceed with an improvement or exterior change on the basis of a “verbal” approval or “oral” representation. Your cooperation in submitting for approval prior to installation is mandatory and greatly appreciated. If you have any questions regarding your submittal, please contact AZCMS at (480) 355-1190.**

**BY SIGNATURE BELOW, I ACKNOWLEDGE AND AGREE TO THE FOLLOWING TERMS**

- **If this application/form is for any architectural change or improvement other than new construction and/or rebuilds of the main residential structure, I acknowledge and agree that the association does not need to comply with A.R.S. 33-1817 Section 2. In addition, I will:**
  - **Maintain all improvements made on my property and understand that I am responsible for debris/damage done to common areas by me or my contractors.**
  - **Comply with all applicable City and State laws and obtain all required permits.**
  - **Begin no work until I have received approval, in writing, from the Architectural Review Committee.**
- **If the submittal is not signed be aware that it will be returned to you for a signature before it is sent to the Committee.**

**Signature:**

**Date:**

	<b>Approved</b>		<b>Approved with Stipulations</b>		<b>Denied</b>		<b>Returned for Additional Information</b>
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**ARC COMMENTS:**


**Date Rec'd by BCM:**

**Date Rec'd from ARC:**

**Date Rec'd by ARC:**

**See additional comments on back of this sheet.**

**ARC Signature:**

**Date Signed:**