



ALTERATION APPLICATION

An application requesting approval for any alteration which occurs outside the exterior walls of the dwelling must be accompanied by the following:

- ✓ Copy of the lot survey with the alteration(s) drawn on it
- ✓ Legible sketch and/or drawing indicating location, size, and type of construction
- ✓ Contractor information
- ✓ Color swatches
- ✓ Pictures
- ✓ Materials
- ✓ Other pertinent information as required

It is recommended that you review the Declaration of Covenants, Conditions and Restrictions provided for a complete description of your responsibilities regarding Architectural Review Committee requirements and submittals.

Please mail your completed application and a non-refundable payment of \$25.00 (payable to Community Association Management Services, LLC) to our office at 2002 North Lois Avenue, Suite 507, Tampa, Florida 33607, Attn: Architectural Review Committee. Our office will notify you in writing with the decision made by the reviewer, association and/or the Architectural Review Committee. A reminder that your application process may take up to forty-five (45) days to process, pursuant to the Declaration of Covenants, Conditions and Restrictions of The Panther Trace II Homeowner's Association. Please keep this in mind when planning your project.

If approval is granted, it is not to be construed to include approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. It shall be the sole responsibility of the owner to determine whether a permit is required. The Reviewer, Association and/or the Architectural Review Committee shall have no liability or obligation to determine whether such improvement, alteration or addition complies with any applicable law, rule, regulation, code or ordinance.

OWNER'S NAME _____ DATE: _____

ADDRESS: _____

PHONE: _____ WORK: _____

MOBILE: _____ EMAIL: _____

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIAL TO BE USED:

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH TO THIS FORM. THANK YOU)

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT PANTHER TRACE II HOMEOWNER'S ASSOCIATION AND COMMUNITY ASSOCIATION MANAGEMENT SERVICES, LLC (CAMS) ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE AND OTHER PROPERTY. THE HOMEOWNER AND ITS ASSIGNS ASSUME ALL RESPONSIBILITY AND COST FOR ANY ADDITION, CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

I agree not to commence with any change, alteration, additions and/or improvements to the dwelling/lot as stated above until the Association or the Architectural Review Committee notifies me in writing of their decision. I further acknowledge that I am responsible for removing and restoring any alteration not approved by the Association or the Architectural Review Committee to its original state.

DATE: _____ OWNER'S SIGNATURE: _____

DATE: _____ OWNER'S SIGNATURE: _____

ACTION TAKEN BY THE REVIEWER, ASSOCIATION/ARCHITECTURAL REVIEW COMMITTEE:

DATE: _____ APPROVED: _____ NOT APPROVED: _____

CONDITIONS OF APPROVAL: _____

Authorized Approving Representative Name

Authorized Representative Signature