

# Wingrove Estates HOA, Inc.

## Architectural Review Committee (ARC) Application

**Mail Application to:** ASC Property Service Inc., 1073 Willa Springs Dr, Suite 2001, Winter Springs, FL 32708

Phone: (407) 636-6060 Or Email: [HOAFlorida@aol.com](mailto:HOAFlorida@aol.com)

**PRIOR** to making any exterior changes to your home or landscaping, remember to submit this ARC form for your project's approval as follows;

1. Contact ASC Property Services Inc. at 407-636-6060 to discuss your project with the Wingrove Estates Property Manager. Then mail or email ( [HOAFlorida@aol.com](mailto:HOAFlorida@aol.com) ) to submit a copy of this completed form describing the scope of the work that you are planning. Also include a copy of your Plot Plan, if applicable, with the application or any and all information that will assist with the project review.
2. After approval is given, your project must be started within **45 days**, or the approval will be cancelled.

Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

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

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Work: \_\_\_\_\_

Cell: \_\_\_\_\_

Phone(s): Home: \_\_\_\_\_

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines. All projects must be in compliance with all State & Local building codes, rules, regulations, ordinances, and restrictions.

Project Requested (description): \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_

Homeowners Signature: \_\_\_\_\_

In the event of approval of my request for this alteration, I/we will assume all liability for any damage incurred as result of this installation or alteration; and that a proper permit will be obtained from Orange County, FL authorities. I/we certify that the alteration to be made will not extend past my legal property line. I/we further agree that I/we will assume all responsibility for the maintenance of this alteration/modification to my property.

This application is hereby: Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Reason not approved: \_\_\_\_\_

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

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