

Key Vista Single Family
HOMEOWNER 'S ASSOCIATION. INC.

IMPORTANT INFORMATION FOR ALTERATION APPLICATION
FOR PAINTING ONLY

The accompanying application form must be completed and signed by all owners of the property. Please review the Declaration of Covenants, Conditions, and Restrictions for a complete description of your responsibilities regarding Design Review Board requirements and submittals.

Please be advised that all Alteration Applications submitted for review to the Association must be accompanied by a \$15.00 processing fee, made payable to "Key Vista Single Family HOA, Inc." This fee is non-refundable and must be received before the application will be considered by the Design Review Board.

You need to mail this application and accompanying documentation to:

KEY VISTA SINGLE FAMILY HOMEOWNERS ASSOCIATION, INC.
C/O Terra Management Services
14914 Winding Creek Ct.
Tampa, FL 33613

The Design Review Board will act upon your application at their next scheduled meeting. When your application is acted upon, a properly executed copy will be returned to you. The Design Review Board has up to thirty (30) days after submission of your request to respond. Please keep this in mind when applying for an alteration.

Under no circumstances is any alteration to begin without proper approval of the Association.

If you have any questions, please contact your Design Review Board.

Thank you for your cooperation.

Design Review Board

Key Vista Single Family

HOMEOWNERS ASSOCIATION, INC.

ALTERATION APPLICATION FOR PAINTING ONLY

OWNER'S NAME: _____ DATE: _____

ADDRESS: _____

Subdivision: _____

PHONE: _____ E-MAIL ADDRESS : _____

DESCRPTION OF PAINT COLORS TO BE USED:

Base color and number: _____

Trim color and number: _____

Door color and number: _____

An application requesting approval for any alteration which occurs outside the exterior walls of the building **MUST BE ACCOMPANIED WITH COLOR SAMPLE SWATCH, INDICATING WHAT COLOR WILL BE USED FOR THE BASE, TRIM, AND DOOR. GARAGE DOOR MUST BE PAINTED HOUSE COLOR (BASE).**

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements.

As a condition precedent to granting approval of any request for change or alteration to an existing basic structure, the applicant, their hires, and assigns thereto, hereby assume sole responsibility for the maintenance or alteration of any such change. It is understood and agreed that Key Vista Single Family Homeowners ' Association, Inc. are not required to take any action to repair or maintain any such approved change or alteration. The Homeowner and its ' assigns assume all responsibility and cost for any change and its future upkeep and maintenance. The Single-Family Homeowners Association reserves the right to inspect all work after its scheduled completion to ensure compliance with original request.

Date: _____ Owners Signature: _____

ACTION TO BE TAKEN BY THE ASSOCIATION:

DATE: _____ APPROVED : _____ NOT APPROVED : _____

AUTHORIZED SIGNATURE FOR THE DESIGNREVIEW BOARD