



# Request for Architectural Review

DATE: \_\_\_\_\_ NEW CONSTRUCTION  or HOME IMPROVEMENT

DESCRIPTION OF PROPOSED IMPROVEMENT (please provide as much information as possible regarding color, materials and scope of work)

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## OWNER INFORMATION

PROPERTY ADDRESS: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS: (if different from property address) \_\_\_\_\_  
\_\_\_\_\_

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## CONTRACTOR INFORMATION (please provide information in case the ARB needs to address any issues directly with contractor)

NAME: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
(if homeowner will do work, please indicate under "NAME")

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

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## REQUIRED INFORMATION CHECKLIST

- { } Copy of Policy 600 & Copy of Construction Agreement, both signed and initialed (new construction)
- { } Copy of Contractor's Liability Insurance Certificate listing Cape Royal HOA as additional insured (all projects with outside contractors)
- { } Complete Set of Construction Plans (new construction, including pool and enclosure additions)
- { } Site Survey (new construction)
- { } Landscape Plan (specific to home, new construction and major changes to already established landscape)
- { } Color and/or Material Samples (clearly identified where they will be used)
- { } Photo of Existing Color Scheme (if repainting substantially same colors)
- { } \$1,000.00 Deposit payable to Cape Royal HOA (All projects that require any excavation, including all new construction)
- { } \$370.00 for Mailbox made payable to Cape Royal HOA (new construction)

### Waiver of Liability and Acknowledgement of Policy 600:

THE UNDERSIGNED hereby agrees that any or all liability caused by or arising from any acts which may increase the hazard of susceptibility to loss on the described premises shall not be held against the Association, et al, "as their interest may appear," and indemnifies the Association for all losses, costs, expenses, and attorney's fee in connection with any such addition or improvement to their home. Further, the undersigned acknowledges that they have read Board Policy 600 in its entirety and agrees to abide by the conditions set forth therein.

PROPERTY OWNER'S SIGNATURE \_\_\_\_\_

mail: 1242 SW Pine Island Road #42-444 Cape Coral, FL 33991  
or hand deliver: 11966 Royal Tee Circe, Cape Coral, FL 33991  
or email: [arb@caperoyalhoa.com](mailto:arb@caperoyalhoa.com)