

**Spoonbill Courtyard Homes Association**  
**Architectural Change Request**

This request form is to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for approval BEFORE any work commences. Please complete in full and submit to the ARC Committee Chairperson.

**THIS SECTION TO BE COMPLETED BY HOMEOWNER**

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

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Describe change/Addition/Installation (e.g.: new door, close in window).**

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Include in description specific materials, doors, windows, decking types, colors, sizes and other information to assist the committee in their decision. Remember the list of approved exterior colors and paints.

Attach a drawing, sketch, plan, or elevation of the proposed location of the work.

Contractors Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Estimated Start and completion date: \_\_\_\_\_

**FOR ARCHITECTURAL REVIEW COMMITTEE**

Date Approved or Denied: \_\_\_\_\_ By: \_\_\_\_\_

Conditions of approval, reason for denial:

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