



Hall Associates
Commercial REALTORS since 1975

Association Management Division
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Penn Forest Place Homeowners Association

ARCHITECTURAL CHANGE REQUEST

There is much to consider when it comes to owners making changes to their homes or units. The HOA needs to ensure all such additions or changes conform to the character and quality of the community and that they are done in a professional manner. Of particular importance is that maintenance, repair and overall responsibility remain with the owner.

NAME: _____

ADDRESS: _____

PHONE NUMBERS: _____

PROPOSED CHANGE: **FRONT** **BACK** **SIDE** **(Circle As Applies)**

On the reverse side of this form, please note the purpose of the additions or change along with the following that apply: dimensions, materials, color of paint and any other remarks that would aid the committee in the review of your request. It is highly suggested that a sketch of the additions or change be submitted for added clarification.

I, the undersigned, understand that I am responsible for all maintenance and repair of the requested addition/modification and such responsibility will be passed on to future owners of my property. I request that the Committee review and approve my application.

SIGNATURE: _____ **DATE:** _____

THIS REQUEST WAS REVIEWED BY THE COMMITTEE ON _____ . APPROVED/DENIED
REASON DENIED: _____

COMMITTEE MEMBERS: _____

