

Jamerson Estates Homeowners Association, Inc.

Request for Proposed Improvement Review

Date: _____

Name: _____

Address: _____

Home/Cell: _____

Email: _____

Attached Documents

Survey _____ Plot Plans _____

Plans _____ Photos _____

Specs _____ Color Samples _____

Other: _____

Please provide a brief description of the proposed modification, alteration or improvement

Proposed Start Date: _____ Proposed Completion Date: _____

Contractor (if any): _____

Address: _____

Contact: _____

Phone: _____

HOMEOWNERS AFFIDAVIT

I have read and understand the covenants and deed restrictions of my contract and agree to abide by such covenants and deed restrictions. I understand that no work shall commence without the approval of the ARC.

Date: _____

Signed: _____

Status of Request

- ☐ Approved
- ☐ Approved with Exceptions
- ☐ Revise & Resubmit-Insufficient information
- ☐ Rejected

CC: Applicant
Management Agent
ARC File

Committee Comments

Signed: _____

Date: _____

If approved, this HOA approval is subject to the approval, permitting, inspections & compliance with all applicable laws from any local, state or federal agencies. Homeowner is responsible for obtaining any approval, permitting, inspections & compliance with all applicable laws from any agency.

Jamerson Estates Homeowners Association, Inc.

Applicant Procedures

1. Fill out proposal form with as much detail as possible. Please submit photos, videos, plats, drawings, plans, materials to be used description and copies of contracts and any narrative descriptions that you may feel would assist the ARC in understanding your request. *Remember a picture is worth a thousand words ...*
2. For exterior improvements and installations, such as painting and fencing, a prior written approval from the ARC is required before you commence the improvement, alteration, change and modification.
3. Submit this form and any supporting document(s) to the Association's Agent, *McCreary Realty Management, Inc., AMO®*, at their address below.
4. The ARC will consider all applications within 30 calendar days from receipt of your proposal form as provided by in the Association documents.
5. **Commencement of any work is strictly prohibited prior to approval from the ARC. Please do not purchase materials, schedule contractors or in any way begin work until you receive written HOA approval.**
6. If you have any questions or unsure if you need to submit a Request form, please contact the Association's Agent for clarification. Or, just simply complete and submit the *Request for Proposed Improvement Review* form to be certain that you are in compliance.

Thank you for your cooperation.

**The Architectural Review Committee of
Jamerson Estates Homeowners Association, Inc.**

Mailing Address:

Jamerson Estates HOA
C/o McCreary Realty Management, Inc., AMO®
P. O. Box 6040
Marietta, GA 30065-6040

Fax: 770-456-5246

Email: Nikki@McCrearyRealty.com