

ARCHITECTURAL CHANGE APPLICATION

C/O J&L Property Management, Inc
10191 W. Sample Rd. #203
Coral Springs, FL 33065
Office: (954) 753-7966 Fax: (954) 753-1210
Www.jlpropertymgmt.com

REQUIREMENTS FOR SUBMISSION OF ARB FORMS

- Work cannot be started until you receive back the architectural form signed and approved.
- If you are doing the work yourself, put “Homeowner” next to “Contractor Name” on the Architectural Change Application. Only submit documents 1-4 that are listed below.
- Include one (1) copy of the documents listed below **WITH** your architectural request or it may not be accepted if it’s incomplete.
- Owners are responsible for obtaining necessary permits required from the City.
- Owners are responsible for any and all damages to Association property and any utilities, including sewer, water, cable, electric and telephone.
- Owner’s must make sure all debris is removed off Association property during and after the work is being done.
- Other conditions may be applicable and may be determined or stipulated on an individual basis.
- Please note: If you are part of a Master Association, you will be required to obtain approval from them as well prior to starting any work.

DOCUMENTS LISTED BELOW MUST BE SUBMITTED BACK WITH YOUR REQUEST:

1. **Complete ARB form – Fill in each box indicating colors, materials, and proposed work**
2. **Indemnity Letter - NOTARIZED**
3. **A picture of the item/material that will be installed or used for your request (Windows, doors, paint samples, etc.)**
4. **A copy of the property Survey or a Site Plan indicating where and what the improvements are (If applicable)**
5. **A copy of the Contractor’s License**
6. **A copy of the Contract detailing the work (does not have to show the price)**
7. **A copy of the Contractor’s General Liability Insurance Certificate & Workers Comp Certificate or Exemption form. The General Liability Certificate and Workers Comp Certificate must be made out to your Association as follows:**

Welleby Townhomes Association, Inc.,
c/o J&L Property Management, Inc.
10191 W. Sample Rd. #203
Coral Springs, FL 33065

Documents can be returned to J&L Property Management via Email or mail. They can also be dropped off to our office at the address below.

Email: Ashley@jlpropertymgmt.com

Mail: J & L Property Management, Inc.
10191 West Sample Rd., Suite 203
Coral Springs, FL 33065

INDEMNITY LETTER

(Unit Owner Name)

Date: _____

To Whom It May Concern:

I, the undersigned, agree to indemnify and hold harmless **WELLEBY TOWNHOMES ASSOCIATION, INC.**, from any and all liability, defense costs, including attorney fees and all other fees incidental to defense, loss or damage **WELLEBY TOWNHOMES ASSOCIATION, INC.**, may suffer as a result of claims, demands, costs or judgments against it arising from the work.

(Signature of Owner)

Street Address

(Print Name of Owner)

City, State, Zip

ACKNOWLEDGEMENT

STATE OF FLORIDA,
COUNTY OF _____

Before me personally appeared _____ to me well known and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that _____ executed said instrument for the purposes therein expressed.

NOTARY PUBLIC – STATE OF FLORIDA

MY COMMISSION EXPIRES

Tamko Heritage Laminated Shingles Rustic Cedar
is the approved shingle and color for the Landings at Welleby.

****ROOF FLASHING HAS TO BE BROWN****

HOME / TAMKO HERITAGE LAMINATED SHINGLES RUSTIC CEDAR



SHARE THIS PRODUCT:



TAMKO Heritage Laminated Shingles Rustic Cedar

The Limited Warranty with the Longest Up-front Protection

Heritage® Series Laminated Asphalt Shingles by TAMKO® have always provided years of striking beauty and excellent roofing protection. They also offer the longest up-front protection available. This is the critical period of time both shingles and the labor to install them are covered at 100% (labor does not include tear off, removal or disposal).

The beautiful look that lasts

Shadowtone granule blend adds extra richness and depth

- 15 Year Full Start Warranty
- 30 Year Ltd. Warranty
- 15 Year 110/130mph Ltd. Wind Warranty
- 10 Year Algae Relief-Algae Cleaning Limited Warranty
- 13-1/4" x 39-3/8" size
- 5-5/8" Exposure
- Approx. 64 Pieces/Square
- Approx. 22 Pieces/Bundle
- Approx. 3 Bundles/Square

IKO CAMBRIDGE SHINGLES – EARTHTONE CEDAR

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APPROVED BY BOARD AS OF SEPTEMBER 2020