



Principal Management Group Application for Modification



Association: _____

Owner's Name: _____

Owner's Mailing Address: _____

Daytime Phone Number: _____ Email Address: _____

Legal Description of Property Sect: _____ Blk: _____ Lot: _____

Property Address: _____

If applicable:

Contractor's Information - Contractor's Name: _____

Contractor's Address: _____

Contractor's Phone Number: _____ Fax: _____

May we contact your contractor with questions in regards to your submission? YES NO (circle one)

If you live in a gated community, you will be required to provide a \$1,000.00 damage deposit for a pool. A final inspection is required for the deposit to be refunded. Deposits should be made payable to the Association.
THE OWNER IS RESPONSIBLE FOR SCHEDULING THE FINAL INSPECTION.

PLEASE NOTE: BLUEPRINTS, SAMPLES ETC., SUBMITTED TO THE ACC WILL NOT BE RETURNED.

Type of Improvement: _____

You must submit the following:

- _____ Elevation Drawing (Front and side)
- _____ Brochure (If available)
- _____ Lot Survey, with improvements drawn to scale
- _____ Samples of all exterior materials
- _____ Any additional information pertinent to this improvement
- _____ Tree removal

Briefly describe any special construction which may assist us in the review of your application:

Start Date: _____ Estimated Completion Date: _____

By submitting this application and by signing below, I understand that the committee will not process the application without all of the information and samples. I understand that the committee has up to forty-five days to review this application. I understand that if I make any alterations to the plans submitted, I will have to re-submit those changes for prior approval.

Owner's Signature _____

Date _____

\$25 Fee Required for Each Application Submitted. This fee is provided to our management co. so that approval website can be maintained. Check should be made out to "Cypress Forest CAI".

Office Use Only

Date Application Received: _____

Date Application Processed: _____

Date "Need More Information" Letter was mailed: _____

Additional Information/Samples Requested: _____

Date Application APPROVED or DENIED: _____

Please submit this application with all required samples to:

Cypress Forest CAI - ARC Committee

19107 Joanleigh Drive

Spring, Texas 77388

Please contact association at [281-989-3244](tel:281-989-3244) with any questions and to schedule your final inspection.

Executed applications may also be submitted to the CFCAI ARC Committee via email. Send complete application, including this cover page, to scotthubert@hotmail.com. You may also reach Scott Hubert, board member, at 281-989-3244 with any questions/concerns/inquiries.