

Roseberry Community Association

Request for Architectural Change or Addition

NOTE: For a list of the specific items required for a complete application, please refer to the ACC Guidelines. A copy reflecting the action taken by the Architectural Control Committee (ACC) will be returned within sixty (60) days to become part of your permanent record.

Submittal of this application does not eliminate the need for a Prince William County Permit, if necessary.

ONLY ONE (1) REQUEST IS PERMITTED PER APPLICATION

MAIL/DROP OFF TO: Roseberry Community Association, c/o Sequoia Management Company, 13998 Parkeast Circle, Chantilly, Virginia, 20151

Homeowner Name: _____

Homeowner Address: _____

Home Phone: _____ Work Phone _____

Description/Diagram of Modification Requested

Describe in as much detail as required, the nature of the change, modification or addition in the space below. Include with this completed form one (1) legible copy of all of the required forms, sketches and pictures for this modification as required per the ACC Guidelines. (if more space is needed, use a separate sheet)

I acknowledge and agree that I will be solely liable for any claims, including without limitation, claims for property damage and personal injury, which results from the requested change or addition. I hereby indemnify the Association from and against any and all applicable codes and ordinance, and for obtaining all necessary permits and inspection from the requested change or addition and further that I am responsible for all maintenance, repair, and upkeep of said change or addition. The Management Company or the ACC reserve the right inspect completed changes to verify that the change or addition matches this request if approved.

Homeowner Signature

Date

Sequoia Mgmt/ACC Use only

SMC RCVD Date _____ **ACC RCVD Date** _____ **ACC Review Date** _____

Pre-Inspection Date _____ **by** _____ **Approval/Disapproved Date** _____
(Circle only one)

Post-Inspection Date _____ **by** _____