

# VILLAS ON THE OCEAN NO.1 COOPERATIVE ASSOCIATION, INC.

c/o GRS Management Associates, Inc.  
3900 Woodlake Blvd., Suite 309  
Lake Worth, FL 33463  
Office: 561-641-8554  
Email: customerservice@grsmgt.com

## IMPORTANT INFORMATION FOR ALTERATION APPLICATIONS

The application form must be completed and signed by all owners of the property. Return the application with all accompanying documentation to:

c/o GRS Management Associates, Inc.  
3900 Woodlake Blvd., Suite 309  
Lake Worth, FL 33463

Please submit the contractor license, insurance, product information and drawings/layout plans with the application.

### **UNDER NO CIRCUMSTANCES IS ANY ALTERATION TO BEGIN WITHOUT THE PROPER APPROVAL**

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements.

If you have any questions, please contact the GRS Management Associates, Inc. offices at 561-641-8554.

Thank you for your cooperation.

BOARD OF DIRECTORS  
VILLAS ON THE OCEAN NO.1 COOPERATIVE ASSOCIATION, INC.

07/16/2015

**VILLAS ON THE OCEAN NO.1  
COOPERATIVE ASSOCIATION, INC.**  
Architectural Control Committee - Request for Approval

**Owner's Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_

**Evening Phone:** \_\_\_\_\_

**Description of Exterior Repair, Alteration, or Addition:**  
\_\_\_\_\_  
\_\_\_\_\_

**Attach drawings/additional sheets if needed. Provide as much detail as possible**

**Affected Unit(s):** \_\_\_\_\_

**Start Date:** \_\_\_\_\_

**End Date:** \_\_\_\_\_

**Name of Contractor:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Unit Owner Signature(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

Management in conjunction with the Board of Directors requests the use of licensed and fully insured Contractor(s)-(full workman's compensation – no exemptions allowed.) If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements.

Mail completed form to Villas on the Ocean No. 1, Inc. c/o GRS Management Associates, Inc. 3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463; or email to: customerservice@grsmgt.com. For questions regarding this procedure, please call GRS Management Associates, Inc. 561-641-8554.

TO BE COMPLETED BY ARCHITECTURAL CONTROL COMMITTEE

**Date Reviewed:** \_\_\_\_\_

**APPROVED AS SUBMITTED**  
**APPROVED WITH CONDITIONS**

**NOT APPROVED**

**Comments/Conditions:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AUTHORIZED SIGNATURE ARCHITECTURAL CONTROL COMMITTEE

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_