



The Orchards at Greentree
Homeowners Association

Managed By: Target Property Management
2215 Old Marlton Pike Suite A, Marlton, NJ 08053
Phone: 856-988-8000/Fax:856-988-8661

ARCHITECTURAL REQUEST FORM
REQUEST FOR APPROVAL OF ACTION

NAME _____ DATE _____

ADDRESS _____ PHONE _____

DESCRIPTION OF PROPOSED CHANGE, ADDITION, OR ALTERATION

HOMEOWNER SIGNATURE: _____

INSTRUCTIONS:

1. Provide a sketch or written description in sufficient detail to streamline review process. Attached a picture and/or manufacturer spec sheet if applicable.
2. Provide a copy of your property survey and indicate on the survey, if applicable, the placement of improvement.
3. Include a color sample if applicable.
4. Contractors insurance certificate with proof of general liability and worker' compensation naming Orchards at Greentree Homeowner's association and Target Property Management as additional insured.
5. If the homeowner is going to be completing the work, please submit proof of your homeowner's insurance.
6. All documentation must be submitted to:
Orchards at Greentree
C/o Target Property Management
2215 Old Marlton Pike East Marlton, NJ 08053
Or Fax to: 856-988-8661
7. Permits for exterior modifications or additional require permits from Evesham Township community development office. Copies of permits must be provided to management office once Architectural request has been approved by Orchards at Greentree Architectural committee.
8. The homeowner shall be responsible to correct any problems resulting from the proposed alterations/ modifications to the existing property that cause any adverse effect to the property and/or neighboring properties.
9. Once approved and completed, the homeowner shall be responsible to maintain the painting and/or maintenance of the siding as it pertains to the paint peeling, bubbling, and/or fading. The Architecture Committee and/or the Board of Directors may, from time to time, issue additional guidelines to supplement the Orchards at Greentree Architecture Guidelines. Copies of these Guidelines, together with any rules or additional guidelines issued by the Committee(s) and any rules and regulations adopted by the Board, shall be on file at the office of the property management representative.

COMMITTEE/BOARD ACTION: _____Approved _____Disapproved

COMMENTS: _____

COMMITTEE/BOARD SIGNATURE _____