Holly Hills Homeowners Association
Application to Modify Exterior

As described in our Declarations, exterior improvements or modifications require approval of our Board of Directors and/or Architectural Committee. This is the form we use for applying for approval. Please describe all changes you propose to make to your exterior. Include a scale drawing(s) with top (plan) and side (elevation) views as necessary to clearly establish locations and elevations of any structures. Include dimensions and materials and specify colors (if appropriate). Your drawing(s) should include existing structures and boundaries to indicate relative locations. To avoid delays, please include all information the Board of Directors will need to make their decision. Attach additional pages as needed.

If you intend to paint or otherwise re-finish the exterior of your home, please provide **four (4)** sets of color samples (one for each committee member and one for the management company file).

Please send this completed form to ***EQWEST*** *LLC*
◦ P O Box 5079 ◦ Vancouver, WA 98668 ◦ Ph: 360-896-5885 ◦ Fax: 360-944-7326 ◦ info@eqwestllc.com

Owner(s): _____

Property Address:_____

Mailing Address (If different): _____

Phone Number(s): _____

Email Address(es): _____

Note: Eqwest will contact you to confirm receipt of your application within two (2) business days. If you have not received confirmation within that timeframe, please call to confirm. Approval to modify is not complete until you have received written confirmation from Eqwest or the board president. A decision can usually be received within 10-14 days for complete applications. Expedited requests will be handled on a case-by-case basis.

Brief Description of Proposed Modification

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Board Decision

Approved By:		Declined By:	
1. _____	Date _____	1. _____	Date _____
2. _____	Date _____	2. _____	Date _____
3. _____	Date _____	3. _____	Date _____

Property Manager Processing/Approval: _____ Date _____