One Montreal Owners Association, Inc.

Improvement Application
Please submit form to: Rita Fernandez
2120 El Paseo #1100
Houston, Texas 77054
rfernandez@onemontrealplace.com
Office: 713-791-0334   Fax: 713-791-1350

All Exterior modifications to your property must be approved in advance by the ACC (Architectural Control Committee) of your homeowners association. The ACC will review your request to make sure that the improvement is consistent with the deed restrictions and compatible with the overall character and aesthetics of the community. Please provide as much detail as possible so that the ACC will properly understand your request. Without a complete description of your request, the application will be temporarily denied and returned pending receipt of the additional information requested. After you have completed this form, please return it along with specifications, material samples (if appropriate), plot plans, and/or drawings to the Property Manager.

Thank you for your cooperation and for complying with your Association documents.

Date: _____   Unit Number: _____

Homeowner's Name: _____

Mailing Address: _____

Phone: _____   Work: _____

Describe the Improvement (attach sample, if appropriate):

_____

_____

Location of the Improvement (attach a plot plan or sketch of location of the improvement)

_____

Materials to be Used (attach sample, if appropriate)

Paint (paint chips required): _____   Wood (type/grade): _____

Metal (type):_____   Satellite Dish size: _____

Additional materials and or comments: _____

_____

Planned Start Date: _____/_____/_____   Planned Completion Date: _____/_____/_____

Who will perform the work: _____   phone: _____

I certify that the above information is true and accurate to the best of my knowledge. Any changes from the above will nullify this application and/or its approval by the committee. Work begun or completed prior to written approval of this application is subject to penalty including, but not limited to, forced removal if the application is ultimately denied.

Signature: _____   Date: _____

Committee Use Only: Approved: _____   Conditionally Approved: _____   Denied: _____

Explanation: _____

Signed: _____   Date: _____