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**Bella Majorca Condominium Association Inc**  
**Approval Request for Architectural Modification Form**  
**Used When Requesting Change Outside Home**

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**To:** La Fuente Condo  
Board of Directors  
c/o L& C Royal Management Corp.  
13155 SW 42<sup>nd</sup> Street Suite #103  
Miami, FL 33175

**From:** Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

**DISCRIPTION OF REQUEST:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**THE FOLLOWING MUST BE ATTACHED TO PROCESS MODIFICATION REQUEST**

- ❖ Lot survey with proposal modification drawn on survey, including any set back distance required.
- ❖ Appropriate drawings must show both a Plan View and an Elevation.
- ❖ Specifications of proposed materials/modifications (Color, Style, Type of Material, photos if available, etc.).
- ❖ Contract/Proposal/ Building and Zoning Permits to include current Miami-Dade County Code.
- ❖ Copies of Attachments from Rules and Regulations with contractor initials indicating compliance.
- ❖ Miami –Dade County Notice of Acceptance (NOA).
- ❖ Contractor Proof of Insurance and Business License.
- ❖ Consent Letter from Neighbors.

**APPROVAL IS SUBJECT TO THE FOLLOWING:**

1. You are responsible for obtaining necessary permits from the Building and Zoning Departments.
2. Access to job/work areas is only to be allowed through **your property** and **you** are responsible for any damage to Common Area and/or neighbor's property during job/work.
3. **Owner** must provide **CLOSED** Miami-Dade County permits when job/work is completed.

**Date:** \_\_\_\_\_ **Signature of Owner:** \_\_\_\_\_

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**(OFFICE USE ONLY)**

**Date Application Received:** \_\_\_\_\_ **Date Approved/Disapproved:** \_\_\_\_\_

**Approved:** \_\_\_\_\_ **Disapproved:** \_\_\_\_\_

**Explanation for Disapproval:** \_\_\_\_\_

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**Authorized Signature**