

**AMBERLEIGH HOMEOWNERS ASSOCIATION  
ARCHITECTURAL MODIFICATION REQUEST FORM**

Pleased submit the completed form and all documentation to Amberleigh Homeowners Association, c/o Armstrong Management Services, Inc., 3949 Pender Drive, Suite 205 Fairfax, Virginia 22030 or via facsimile (703) 591-5785. One copy reflecting the action taken by the Architectural Review Board (ARB) will be returned to you for your records. All owners must sign this request. Modifications may not commence without approval by the ARB.

NAME OF OWNER (S): \_\_\_\_\_  
\_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBERS: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Date proposed modification is to commence and be completed: \_\_\_\_\_

In accordance with the Declaration of Covenants, Conditions and Restrictions covering the property described above. I/we hereby apply for written consent to make the following modification(s) or addition(s).

DESCRIPTION/DIAGRAM OF MODIFICATION REQUESTED: Please include a description and diagram (if applicable) of the addition or modification being requested and, if appropriate, a copy of your plat with the location of the modification(s) indicated. If more space is needed, please attach a separate sheet.

---

---

---

---

---

---

---

---

---

---

-Continued on next page-

OWNER'S ACKNOWLEDGEMENT: I/we understand that:

1. **Material herein contained will represent alterations that comply with the zoning and building codes of Fairfax County** to which the above property is subject. Further, nothing herein contained will be construed as a waiver or modification of such ordinances. The owner is responsible for obtaining the necessary permits prior to commencement of construction.
2. No work will commence until the owner has received written approval from the ARB. If alterations are made before ARB approval is received, I/we may be required to return the property to its former condition at my/our own expense; and that I/we may be required to pay all legal expenses incurred.
3. Approval is contingent upon all work being completed in a professional manner. Any alteration or modification that is not finished in such a manner, and in accordance with the approval granted herein, may be required to be removed or repaired at the homeowner's risk and expense, including any legal fees required to enforce this acknowledgement. Members of the ARB or the Board or the management agent may make routine inspections. Approval, if granted, is solely meant as a waiver from the restrictions in the Declaration and is not meant to comment or advise on the fitness or safety of any proposed alteration or modification.
4. This request is subject to restrictions by the Declaration and a review process as established by the Board. Any variation from the original application must be resubmitted for approval. A copy of this request will be returned to me/us after review by the ARB.
5. We acknowledge and agree that I/we will be solely liable for any claims, including without limitation, claims for property damage or personal injury which result from the requested addition or modification. I/we hereby indemnify the Association, the Board, the ARB and the management company from and against any and all such claims. Moreover, I/we accept responsibility for all maintenance, repair and upkeep of said addition or modification.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date Received by the Association

**ACTION BY THE ARB**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

( ) Approved as submitted

( ) Denied

( ) Approved subject to the following conditions:

\_\_\_\_\_  
\_\_\_\_\_