

**WILLOW POINTE HOMEOWNERS ASSOCIATION, INC.
IMPROVEMENT APPLICATION**

Submit to: c/o Randall Management
9000 West Bellfort, Suite 311
Houston, TX 77031
Tel: 713-728-1126 * Fax: 713-728-5015

All exterior modifications to your property must be approved in advance by the MC (Modification Committee) of your homeowners association. The MC 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 MC 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 Randall Management, Inc.

Homeowner's Name: _____

Property Address: _____

Mailing Address: _____

Phone: (Hm) _____ (Wk) _____

Describe the Improvement (you must be specific - attach a sketch, drawing or photo)

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

Material To Be Used (attach sample if appropriate)

Paint (paint chips required) _____ Brick (type/color) _____

Roof Shingles (manufacturer/color/weight) _____

Metal (type) _____ Wood (type/grade) _____

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:** ____/____/____

Signed: _____ **Date:** ____/____/____