

ACC Request Form

Name: _____

Address: _____

Phone No: (____) _____ Mobile/Alt No: (____) _____

Email (please print clearly): _____

Acknowledgement of receipt of this form will be made by email.

Description of work to be done:

Name of materials used and color:

Date when samples will be made available: _____

Date when work will begin: _____

Notification and Approval Time. Kindly submit your request for paint and roofing no later than **two weeks** prior to when work begins and a minimum of **one month prior** for construction projects. This will allow the ACC to coordinate their schedules and acquire Shadow Brook Board approval if necessary. This form may be downloaded and submitted by email, however if you do not receive an email confirming it has been received within 48 hours, please resubmit or contact the Board.

Architectural Control Committee: acc10@shadowbrook.org