



Architectural Request Form

All modifications require written board approval before work begins.

Managed by #1Source Property Management · Firm #80087 · (470) 635-9494 · Fax: (470) 994-0370

1 Owner Information

OWNER NAME(S) *

PROPERTY ADDRESS *

PHONE NUMBER *

EMAIL ADDRESS *

REQUEST DATE *

2 Type of Modification (check all that apply)

Fence Installation / Repair

Exterior Painting

Roof Replacement

Landscaping Changes

Patio / Deck Addition

Driveway / Walkway Alterations

Structure Addition (shed, gazebo, etc.)

Window / Door Changes

OTHER (DESCRIBE)

3 Project Details

DESCRIPTION OF WORK *

MATERIALS TO BE USED *

COLOR(S) *

ESTIMATED START DATE *

ESTIMATED COMPLETION DATE *

4 Required Attachments (check all included)

Drawing or sketch of proposed change (to scale if possible)

Photo of area and/or sample material / color swatches

Copy of contractor proposal (if applicable)

Plat or site plan indicating location of modification

ATTACHMENTS: Email completed form + attachments to your property manager at #1Source Property Management.



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5 Acknowledgement & Signature

I have read and understand the Twin Creeks Fulton County HOA covenants and restrictions.

I will not proceed with the modification until I receive written approval from the HOA.

All modifications must comply with applicable county codes and regulations.

Any deviation from approved plans may result in penalties and/or required removal of the unapproved work.

HOMEOWNER SIGNATURE (TYPE FULL LEGAL NAME) *

DATE *



FOR OFFICE / BOARD USE ONLY

DATE SUBMITTED TO BOARD

PROPERTY MANAGER

MANAGER PHONE

BOARD DECISION

APPROVAL / DECISION DATE

APPROVED BY (BOARD MEMBER)

BOARD NOTES / CONDITIONS

Decision options: [Pending Review](#) | [Approved](#) | [Denied](#) | [More Information Needed](#)

DISCLAIMER:

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