

ARCHITECTURAL MODIFICATION REQUEST

**NOTICE OF COMPLETION
FOR HOME IMPROVEMENT(S)**

This form ***must be submitted*** upon completion of home improvements.

Complete and return form via mail, fax or E-mail **AFTER** installation of improvement has been completed to:

Property Management Associates
Courthouse Square HOA of Gloucester – ARB
4605 Pembroke Lake Circle, Suite 302
Virginia Beach, VA 23455
Fax# 757-351-0023 Phone# 757-646-6247
email: info@thinkpma.com

HOMEOWNER NAME (PRINT)

DAY PHONE NUMBER

ADDRESS

IMPROVEMENT(S)

COMPLETION DATE

APPROVAL DATE

Signature of Owner: _____

Note: Owners are responsible for the maintenance and upkeep of additions and modifications to their property.