

**Middlebridge Village Homeowners Association
Request for Architectural Change**

Send this completed form and attachments

By mail to:
Middlebridge AERC
c/o AIM
352c Christopher Avenue
Gaithersburg, Maryland 20879

or by fax to:
240-912-4497

or scan and by email to:
AERC@Middlebridge.org

or hand deliver to:
Dieter Klinger
1920 Autumn Ridge Circle

Middlebridge address:

Owner name(s):

**Owner address:
(if different)**

Owner e-mail:

Owner phone:

Description of change requested. Please describe all improvements, alterations, or changes you wish to make to the exterior of your home or on your lot. Attach sketches, drawings, clippings, pictures, survey, or contractor proposals detailing the proposed change. Attach copy of plat showing where change is located.

Owner acknowledgement

I understand that all Requests for Architectural Change must be approved in writing by the Architectural and Environmental Review Committee (AERC) prior to start of installation or construction.

I understand that I am responsible for ensuring that all improvements meet County code and zoning, and that the application for all required building permit(s) are my responsibility.

I understand that the AERC will respond to all requests within sixty (60) days of submission, and that no work shall start until written approval of the Architectural Control Committee has been received by me.

I understand that all work must be completed within 180 days of approval and must be completed in a workmanlike manner.

I understand that agents of the Homeowners Association are permitted to make routine inspections.

I understand that any changes or variation from the approved application must be submitted for re-approval before continuing work.

Owner Signature: _____ Date: _____

Co-Owner Signature: _____ Date: _____

For Committee Use:

Received Date: _____ Circle: Approved / Disapproved Date: _____

Comments: