

# APPLICATION FOR BUILDING PERMIT APPROVAL LETTER FROM PALM VILLAGE of DEERFIELD BEACH PROPERTY OWNERS ASSOCIATION, INC.

Palm Village of Deerfield Beach Property Owners Association, Inc. requires this completed letter of approval for all improvements to the property interior and exterior as stipulated in the POA Rules and Regulations.

Processing of a required approval requires the Association's ACB to review the proposed project and to verify the work is being performed by a licensed contractor and that said contractor has been approved by the Association, and has the required liability insurance current and in place. For more information, please reference the recorded Association documents, Article 6, Sections 1- 3.

In order to keep management fees as low as possible and to fairly allocate the cost of processing these applications a processing fee of \$100.00 per application applies. Please make your application fee check out to Palm Village of Deerfield Beach Property Owners Association Inc.

Please attach the following to your application:

- 1) Copy of the signed, contract or sales agreement with your contractor. This item must explain what work is to be done.
- 2) Certificate of insurance from the contractor showing the association as a co-insured.
- 3) Copy of your contractor's license. Please note the name on the licenses must be the same as on the insurance and on the agreement.
- 4) A check payable to Palm Village of Deerfield Beach Property Owners Association Inc. for \$100.00.

OWNERS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS where work is to be done (if different from above) :

\_\_\_\_\_

PHONE#: \_\_\_\_\_

TYPE OF CHANGE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ - \_\_\_\_\_

**Palm Village of Deerfield Beach Property Owners Association, Inc.**  
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**(954) 800-2888**  
[www.palmvillage-deerfield.com](http://www.palmvillage-deerfield.com)