**Providence Woods South Home Owner Capital Improvements Request Form**

As stated in the Providence Woods South HOA Covenants, additions and changes to property in PWS must be presented to the Board for approval in advance of any construction. The Board is responsible for upholding the terms of the Covenants and reserves the right to insist on corrections to property additions/changes if additions/changes are made without the Board's approval. The property owner will incur the additional expense of these corrections.

The information below is required to be submitted to the Providence Woods South HOA Board of Directors, prior to any changes or additions to property in the PWS subdivision. This information needs to be presented to the Board at a regularly scheduled Board Meeting, in advance of any construction taking place.

Helpful hints:

* Review the Covenants, the Covenants and Plot maps for each Phase are available on  http://www.providencewoodssouth.com
* Call the Board member for Capital Improvements for clarification on the Covenants, if needed.
* Talk to your neighbors, and let them know what your plans are. (The Board will consult with your  neighbors as part of the approval process.)
* Get the Board's meeting schedule, and make an appointment to attend a meeting in a timeframe  the suits your project needs. (The Board meets the third Monday of each month at 6:30 at the  firehouse. Contact the Board Secretary for a spot on the agenda

You will be notified of the Board’s decision or request for additional information within 5 days of the  meeting during which your proposal was reviewed.

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| Information Needed | Fill out this side of form |
| Homeowner’s Name |  |
| Property Address |  |
| Type of change requested – general description |  |
| Date of planned construction start |  |
| Date to present proposal to the board |  |
| Name of Contractor |  |
| Plot Plan - include proposed change | Attach |
| Elevation | Attach |
| Materials to be used | Provide samples or pictures of samples |
| Example photo of finished project if available – not required. May be from brochure or magazine | Attach |