

UNIVERSITY PLACE FAST PASS REQUEST FORM

DEPOSIT COMPLETED FORMS IN THE DROPBOX OR EMAIL TO UPHOA@SUNSTATEMANAGEMENT.COM.
IN MOST CASES, HOMEOWNERS WILL BE NOTIFIED OF APPROVAL WITHIN ONE WEEK OF SUBMISSION.

The Fast Pass Request form should be used for updates that will not alter the exterior view of your property from its current appearance. This form may also be used for hurricane protection updates. Submit this form along with supporting documents via the dropbox located next to the community room at Charles Town Landing pool, or by email at uphoa@sunstatemanagement.com. The request will be reviewed upon receipt and you will be notified with either approval or that the request has been forwarded and will be reviewed at the next ARC meeting.

Homeowner Name(s): _____

Address: _____

Phone: _____ Email: _____

I/We hereby request to make the following change(s), modification(s), or addition(s) as described and depicted on attached forms and/or materials. Include such details as a color picture of the original exterior along with the exterior paint form (must include original paint chips), dimensions, materials, design location, blueprints, permits, and any other pertinent data.

Signature of Homeowner(s): _____ Date: _____

- | | | |
|--|--|---|
| <input type="checkbox"/> Exterior Repair | <input type="checkbox"/> Gutter Installation** | <input type="checkbox"/> Retractable Dream Screen** |
| <input type="checkbox"/> Hurricane Protection** | <input type="checkbox"/> Roof Replacement** | <input type="checkbox"/> Window Replacement** |
| <input type="checkbox"/> House Number Replacement*** | | |

**Requires a Manatee County permit. Once obtained, please submit a copy to the property manager via the dropbox or uphoa@sunstatemanagement.com to be kept on file with your application.

***House numbers on address plaques may be repainted in black, or the entire plaque may be replaced with the approved address replacement: Oakview Address Plaque by Frontgate (may be purchased at www.frontgate.com). *The plaques have been installed at the gatehouse and both recreation centers.*

Property Manager Approval: _____ Date: _____

Permit received/on file: _____ Date: _____

UNIVERSITY PLACE FAST PASS REQUEST FORM

DEPOSIT COMPLETED FORMS IN THE DROPBOX OR EMAIL TO UPHOA@SUNSTATEMANAGEMENT.COM.
IN MOST CASES, HOMEOWNERS WILL BE NOTIFIED OF APPROVAL WITHIN ONE WEEK OF SUBMISSION.

HOMEOWNER ADDRESS: _____

EXTERIOR PAINT SELECTION FORM

Original paint chips (1" x 1" or larger) must be included.

BODY OF HOUSE	TRIM	FRONT DOOR(S)
Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>
FASCIA/GUTTERS	SHUTTERS	GARAGE DOOR
Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>