

The Royale Riviera, A Condominium
c/o Elliott Merrill Community Management
835 20th Place, Vero Beach, FL 32960
Ph: (772) 569-9853; Fax: (772) 569-4300
<http://www.elliottmerrill.com/royaleriviera/>

APPLICATION FOR ALTERATION OR IMPROVEMENT

Any proposed change or restoration of any nature to the exterior of the building e.g. windows, hurricane shutters, etc. must be submitted in detail, in writing, with a drawing and name of construction company hired to do the work to the Board of Directors. Any proposed change must first receive prior written approval by the Board of Directors before the work shall commence.

EXTERIOR: *No Unit Owner or tenant shall make any alterations or improvements to the exteriors of the building, or outside of the building, and/or which can be viewed from the outside of the Units, except as are specifically permitted, and only with prior Board approval, under Section 11.4.c of the Amended and Restated Declaration of Condominium.*

INTERIOR: *Alterations, improvements, decorations and changes on the interior of the Units, which can be viewed from outside of the Units are permitted only as addressed under the heading "Exterior" in the Royale Riviera Rules & Regulations and in Section 11.4.C of the Amended and Restated Declaration of Condominium. Any alteration, improvement, decoration, or change on the interior of the Unit which cannot be viewed from the outside of the Units, but which materially affect or interfere with the structural integrity of a load bearing wall or column, may be permitted only with Board approval. If an Owner desires to remove any interior partition wall, the Owner must submit a detailed written plan to the Board and obtain Board approval, in writing, before such removal.*

Owner submits herewith detailed plans and specifications for the proposed alteration or improvement and agrees to submit such additional information and details as may reasonably be required. Owner further agrees to the following terms and conditions:

- The alteration or improvement must comply with all applicable laws, regulations, ordinances and codes, as well as the Association's Rules and Regulations and pre-approved specifications.
- Only licensed contractors shall be used; the Association shall be provided with the names, addresses and telephone numbers of contractors and suppliers for the project.
- Owner shall be responsible for all costs of performing the alteration or improvement and of the future maintenance and upkeep of the alteration or improvement. Owner shall be responsible to the Association and to other unit owners for any damage or detriment that may suffer which is caused by the alteration or improvement or its construction, upkeep or maintenance. Neither the Association nor any unit owners shall have any responsibility to Owner, or to one another, for any damage or detriment so caused.
- Work shall not be commenced on the project until after the Association has given authorization to proceed. The Association shall have the right to inspect the project at any time before such approval and acceptance.

Signature of Unit Owner

Date

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Date _____ Planned Start Date of Improvement _____

Owner Name _____ Phone Number _____

Royale Riviera Address _____ Email _____

Request is hereby submitted for the following alteration or improvement at the above-referenced property:

Note: Sample of color, material, or renderings and dimensional drawings (height, width, length, elevation, setbacks) must be submitted where applicable to requested improvement.

Board of Directors Approval/Comments:

Date _____ ☐ Approved _____ ☐ Denied _____

Comments:

PLEASE NOTE OWNERS ARE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITTING WHEN APPLICABLE, A COPY OF WHICH SHOULD BE INCLUDED WITH THIS APPLICATION. A COPY OF THE FINAL PERMIT INSPECTION APPROVAL DOCUMENT ISSUED BY INDIAN RIVER COUNTY MUST BE SUBMITTED TO COMPLETE APPROVAL PROCESS.