Name of Homeowner: Click here to enter text.

Property Address: Click here to enter text.

Phone Number or Email: Click here to enter text.

Date Form Completed Click here to enter a date.

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| **Description of Project** (attach additional pages if necessary) |
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| **Attach plans, drawings, contractor proposals and/or building specifications as applicable** |

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| **State any time deadlines or constraints and when you would like a decision from the architectural control committee:** |
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| **Desired ACC Decision Date**: Click here to enter a date. |

Deliver your request and attachments to the First Vice President of the board (who heads the ACC), allow at least **seven days after** submission of your request.

You may also email your request and attach documents to the RFCA Board (**info@rfcahouston.com)**

**(HOMEOWNER SIGNATURE)**

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| **ACC Committee Comments:** | |
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|  | Approved |
|  | Disapproved |

Printed Name of ACC Member: Click here to enter text.

*Signature:*

Printed Name of ACC Member: Click here to enter text.

*Signature:*

Printed Name of ACC Member: Click here to enter text.

*Signature:*

Date Decision Made: Click here to enter a date.