

❧ SPECIAL ATTENTION ❧

APPROVAL MUST BE OBTAINED PRIOR  
TO ANY EXTERIOR IMPROVEMENTS

**Architectural plans must be mailed.  
Faxed plans are not acceptable.**

If you wish to drop your plans off at our office, our location is 526 Queensland Circle, Corona, CA 92879. Plans can be dropped off between the hours of 9:00 am and 5:00 pm, Monday through Friday. The office is closed between 12:00 pm (noon) and 1:00 pm for lunch.

If you wish to see the ARC Coordinator, you must make an appointment. Appointments should be made at least 24 hours in advance. Appointments can be scheduled between the hours of 9:00 am - 11:00 am and 1:00 pm - 4:00 pm. To schedule an appointment, please call one of the following numbers:

951-279-3934  
714-692-1670



# PROMONTORY POINTE HOME AND LANDSCAPE IMPROVEMENT APPLICATION

Mail to :  
Promontory Pointe Homeowners Association  
c/o Encore Property Management  
P.O. Box 1117, Corona, CA 92878-1117  
526 Queensland Circle Corona, CA 92879

HOMEOWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Unit No.: \_\_\_\_\_

TELEPHONE #- DAY: \_\_\_\_\_ EVENING: \_\_\_\_\_

ORIGINAL APPLICATION:  MODIFICATION TO ORIGINAL APPLICATION

**PLAN REVIEW FEE OF \$75.00 ATTACHED MADE PAYABLE TO THE PROMONTORY POINTE HOMEOWNERS ASSOCIATION**

DESCRIPTION OF IMPROVEMENT:

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DESCRIPTION OF ANY LANDSCAPING INSTALLED BY THE BUILDER OR PREVIOUS OWNER:

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PROPOSED STARTING DATE: \_\_\_\_\_

PROPOSED COMPLETION DATE: \_\_\_\_\_

PLEASE NOTIFY MANAGEMENT COMPANY OF ACTUAL DATE COMPLETED

