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| **Version Date:** |  |  |
| **Project Address:** |  | | **Section No.:** |  | **Lot No.:** |  |

***INSTRUCTIONS AND INFORMATION***

1. For all new construction and renovation projects this form must be typed. Handwritten will not be accepted.
2. This form must be complete and cannot be piecemealed in separate submissions (*with the exception for a secondary submission for doors and windows*).
3. Changes in exterior materials shall be subject to specific ARC approval and are to be resubmitted via revision of this form highlighting the changed product(s) in yellow.
4. Please insert N/A for any line items that are not applicable to this project.
5. Please take notice of any required (in red) additional documentation noted for each section below. The ARC reserves the right to request additional product information and samples at any time.
6. You must have ARC approval of your ‘final’ site plan, ‘final’ elevations and this exterior materials form before you can break ground. Breaking ground before all necessary ARC approvals are obtained will result in an immediate $1,000.00 fine.
7. Window and door shop drawings are required to be submitted to the project architect and to the ARC for review and approval prior to ordering.
8. Any questions should be directed to the ARC ([arc@naccchoa.org](mailto:arc@naccchoa.org)).

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| **MAIN ROOF –** *Spec Sheet and/or**Sample May Be Requested* | |
| Manufacturer: |  |
| Type / Specs / Series: |  |
| Color: |  |
| Other Notes: |  |
| **ANCILLARY ROOF(S) –** *Spec Sheet and/or**Sample Required if Different Than Main Roof* | |
| Manufacturer: |  |
| Type / Specs / Series: |  |
| Color: |  |
| Other Notes: |  |
| **GUTTERS & DOWNSPOUTS –** *Spec Sheet and/or**Sample May Be Requested* | |
| Material: |  |
| Style: |  |
| Color: |  |
| Other Notes: |  |
| **STRUCTURE BRICK –** *Sample May Be Requested* | |
| Manufacturer: |  |
| Size: |  |
| Color: |  |
| Mortar Color: |  |
| Accent Brick: |  |
| Specified Shape(s): |  |
| Other Notes: |  |
| **SIDING –** *Sample May Be Requested* | |
| Manufacturer: |  |
| Style: |  |
| Exposure: |  |
| Color: |  |
| Other Notes: |  |
| **TRIM –** *Sample May Be Requested* | |
| Manufacturer: |  |
| Style: |  |
| Color: |  |
| Other Notes: |  |
| **SHUTTERS –** *Pictures / Spec Sheet Required* | |
| Material: |  |
| Style: |  |
| Stain / Paint Color: |  |
| Other Notes: |  |
| **GARAGE DOOR(S) –** *Pictures / Spec Sheet Required – If Windowed, Shop Drawings Required* | |
| Manufacturer: |  |
| Style: |  |
| Material: |  |
| Stain / Paint Color: |  |
| Other Notes: |  |
| **DRIVEWAY –** *Sample May Be Requested* | |
| Primary Material: |  |
| Size: |  |
| Color: |  |
| Accent Material: |  |
| Size: |  |
| Color: |  |
| Mortar Color: |  |
| Other Notes: |  |
| **WALKWAY(S) –** *Sample May Be Requested* | |
| Primary Material: |  |
| Size: |  |
| Color: |  |
| Accent Material: |  |
| Size: |  |
| Color: |  |
| Mortar Color: |  |
| Other Notes: |  |
| **EXTERIOR LIGHTING –** *Pictures / Spec Sheet Required* | |
| Front Door / Porch: |  |
| Garage Doors: |  |
| Other Exterior Doors: |  |
| Rear Patio/Deck: |  |
| Other Notes: |  |
| **OTHER –** *Spec Sheet, Pictures and/or**Sample May Be Requested* | |
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**This section, accompanied by ‘Shop Drawings’, can be completed and submitted after ‘Final’ approval; approval required prior to ordering.**

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| **MAIN / FRONT DOOR(S) –** *Shop Drawings Required* | |
| Manufacturer: |  |
| Style / Series: |  |
| Material: |  |
| Stain / Paint / Clad Color: |  |
| Other Notes: |  |
| **OTHER EXTERIOR DOORS (A) –** *Shop Drawings Required* | |
| Elevation / Room: |  |
| Manufacturer: |  |
| Style / Series: |  |
| Material: |  |
| Stain / Paint / Clad Color: |  |
| Other Notes: |  |
| **OTHER EXTERIOR DOORS (B) –** *Shop Drawings Required* | |
| Elevation / Room: |  |
| Manufacturer: |  |
| Series: |  |
| Material: |  |
| Stain / Paint / Clad Color: |  |
| Other Notes: |  |
| **OTHER EXTERIOR DOORS (C) –** *Shop Drawings Required* | |
| Elevation / Room: |  |
| Manufacturer: |  |
| Series: |  |
| Material: |  |
| Stain / Paint / Clad Color: |  |
| Other Notes: |  |
| **OTHER EXTERIOR DOORS (D) –** *Shop Drawings Required* | |
| Elevation / Room: |  |
| Manufacturer: |  |
| Series: |  |
| Material: |  |
| Stain / Paint / Clad Color: |  |
| Other Notes: |  |
| **WINDOWS –** *Shop Drawings Required* | |
| Manufacturer: |  |
| Series: |  |
| Material: |  |
| Wood / Clad Color: |  |
| Other Notes: |  |