

JCPPOA ACC Checklist- Gutters/Downspouts

***** All pictures, surveys, plans, etc. should be clearly marked and identified according to the guidelines *****

Please check off that you are turning in these required items:

- Completed and signed application
- Completed and signed checklist
- \$25 fee if applicable (check/money order)
- Picture- Your house with locations marked for installation/replacement
- Color Sample/Picture/Description- material for new gutters/spouts

Acknowledgement

By signing below, I understand that should an incomplete application be supplied; it will not be reviewed at a committee meeting until such time that the application is made complete. Further, I acknowledge that it is the homeowner's/applicant's sole responsibility to provide **ALL** of the necessary documentation to complete the application. Management, nor the ACC will complete applications on behalf of the homeowner/applicant.

X _____