



Architectural Review Committee (ARC) Change Order Form

In order for your request to be considered, ALL fields must be completed.

Applicant's Information

Property Owner's First & Last Name (if Builder/Developer, also include Company Name)	Lot # (if known)	Date
Property's Street Address	Subdivision	
Primary Phone Number	Email Address	

Change Request

Please describe the changes that you are requesting the ARC to amend your original builder's application. Please provide any information that would be helpful to the committee for review (attach pictures, documents, or other information as needed):

Applicant's Signature

Please sign below before submitting this form:

Include the following along with this completed form:

- **\$100 Change Order Fee (payable to: The Villages at Saratoga Springs HOA)**

**Email this completed form to the ARC Manager at arc@villageshoa.org
AND mail check to 212 E. Crossroads Blvd. #511, Saratoga Springs, UT 84045.**

Name (Print)	Signature	Date
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For Office Use ONLY

☐ Form recorded and emailed to Applicant

ARC Notes:	Date Received	<input type="checkbox"/> Approved
	Date Reviewed	<input type="checkbox"/> Not Approved
Name (Print) & Title	Signature	Date
Name (Print) & Title	Signature	Date