

Liberty Estates Homeowners' Association  
**ARCHITECTURAL APPROVAL APPLICATION FORM**

4259 E. Lincoln Hwy. • Merrillville, IN 46410 • (219)750-9247

**Application Fee: \$50.00 per submission (non-refundable)**

**SECTION 1: Homeowner Information**

Homeowner(s) Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**SECTION 2: Description of Proposed Exterior Work**

Please list each item you are requesting approval for. You may include multiple projects in one application (e.g., fencing, patio, painting, roofing, etc.)

	Type of Work	Description	Materials	Color	Dimensions (if applicable)
1					
2					
3					
4					

(ATTACH ADDITIONAL PAGES AS NECESSARY)

**SECTION 3: Attachments Checklist**

Please ensure the following are included with your application:

- |  |   |
|--|---|
| <input type="checkbox"/> Site plan or sketch of the proposed work (required)                             | <input type="checkbox"/> Material samples or manufacturer's brochures (if applicable) |
| <input type="checkbox"/> Color swatches or photos (if applicable)  | <input type="checkbox"/> Permit(s) (if already obtained)                              |
| <input type="checkbox"/> \$50 application fee (check or money order made payable to Liberty Estates HOA) |   |

**SECTION 4: Acknowledgment & Signature**

I/We understand that:

- No work may commence prior to written approval from Liberty Estates Homeowners' Association.
- Allow up to **30 days** from the date of receipt of a **complete** application for a response.
- Approval is contingent on compliance with HOA guidelines and any applicable local building codes or permits.
- The \$50 application fee is non-refundable and applies per application, regardless of the number of items submitted on this form.

Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_

← **FOR HOA USE ONLY** →

Date Received: \_\_\_\_\_ Fee Received: YES --- NO Documents Complete: YES --- NO

Decision: ☐ APPROVED ☐ DENIED ☐ MORE INFO NEEDED

NOTES & COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HOA PRESIDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_