

MONARCH BAY TERRACE PROPERTY OWNER'S ASSOCIATION

Notice of Completion



Date: _____

Name: _____ Property Address: _____

Phone Number: _____ Email: _____

Project Information (Briefly describe the nature of the project, e.g., exterior paint, landscaping, addition, etc.)

Project Completion Details:

Date of Architectural Committee Approval: _____

Date of Project Completion: _____

Homeowner Certification:

I hereby confirm that the project described above has been **fully** completed in accordance with the approved plans and specifications.

Homeowner's Signature: _____ Date: _____

For Office Use Only:

Date Received: _____

-Inspection Date (if applicable): _____

-Final Approval by ARC: _____

ARC Name: _____ Signature _____

-Date: _____

Instructions:

1. Please complete and sign this form once the project has been fully completed.
2. Submit this form to the Monarch Bay Terrace Property Owner's Association Architectural Committee via AppFolio, portal if possible or via email at customerservice@laperlapm.org
3. If your project requires a final inspection, a member of the Architectural Committee will contact you to schedule a date.