

AUBURN HAMMOCKS OWNERS ASSOCIATION, INC.

Complete this entire form and submit with drawings and/or blueprints to:

HOA Landscape Liaison: Flavio Machado

Email: flaviossmachado@gmail.com

Managed by Argus Management of Venice, Inc.

1062 East Venice Avenue, Venice, FL 34285

Office: 941-408-7413 ~ Fax: 941-408-7419

www.argusvenice.com

Request for Landscaping Services

Although the Landscape Committee will make every effort to review your request expeditiously, please allow 30 days for the process to be completed.

Instructions:

1. Complete entire form.
2. Select either "Owner Expense" or "HOA Expense".
3. Only one request per form.
4. Any additions, replacement, or modifications to landscaping outside of the unit's courtyard, which is not already addressed in the By-Laws, **AND** Auburn Hammocks Rules and Regulations require committee approval and **SHALL NOT** be accomplished until request is approved.
5. **DO NOT** contact landscaping contractor directly.
6. Approved request **CANNOT** be altered.
7. Sign and drop in the Argus drop box located in the clubhouse or mail to our office.

OWNER EXPENSE: _____

HOA EXPENSE: _____

Request: _____

Sketches/Pictures attached: Yes / No

Name: _____ Phone: _____

Unit Address: _____

Signature: _____ Date: _____

****Landscaping Committee Use Only****

Work Order # _____

_____ Approved

_____ Denied; Reason(s): _____

Landscaping Committee Signature: _____

Date: _____

Board Member Signature: _____

Date: _____