



ARCHITECTURAL REVIEW COMMITTEE APPLICATION

**Both Sides of this Application Form Must Be Completed
(For multiple floorings, please use separate forms for each flooring type)**

HOMEOWNER'S NAME: _____ DATE OF APPLICATION: _____
BUILDING # _____ UNIT # _____
HOME TELEPHONE: _____ MOBILE PHONE: _____ EMAIL ADDRESS: _____

1) Areas where new flooring is to be installed (check all that apply):

- Foyer, Kitchen, Dining Rm, Living Rm, Florida Rm, Master Bedrm, Bedrm #2
- Utility Rm, Laundry Rm, Office, Master Bath, Bath #2, Hallway, Closets, Furnace Rm

2) I will be installing the following flooring and underlayment:

- Carpet which is at least 40 oz/sq yard, with 6# padding 8# padding 10# padding

Note: No PIB (Perimeter Isolation Barrier) is required with carpeting.

- Ceramic Tile Porcelain Tile (much better sound and durability characteristics)

- Wood (any type) Floating floor Glued floor

- Vinyl Flooring

- Laminate Flooring

The underlayment will be: 12mm Easy Mat w/Sound Guard Technology, 12mm Encore QT4012
 12mm Proflex RCU-500, 12mm Cork

Adhesive/Mortar for the above **underlayment** will be installed consistent with underlayment manufacturer's recommendations and specifications.

Adhesive/Mortar for the above **flooring** will be installed consistent with flooring manufacturer's recommendations and specifications.

3) I will be installing the state law required PIB (Perimeter Isolation Barrier)

For my **glued** flooring, the baseboards will be removed, the drywall will be cut 2" off the floor, and a 2" high Perimeter Isolation Barrier (PIB) will be installed behind the baseboard. There will be a 1/8" minimum gap between the baseboard and floor. This gap will be filled with silicon or other corking material. See page #8 of HIW Flooring Rules and Regulations.

For my **floating** floor, the PIB will be installed using the same procedure described above.
or

For my **floating** floor, the PIB will be installed using the alternate method described in the HIW Flooring Rules and Regulations. See page #9 of HIW Flooring Rules and Regulations.

4) INSPECTIONS: There will be two inspections performed by HIW Management. It is the Condo Owner's responsibility to see that these inspections are made, and that they are made at the appropriate points in the installation of the new flooring. You **MUST** have each inspection made and initialed by the HIW Management Staff.

_____ Inspection 1: Showing baseboards removed, the underlayment material (not yet installed), the flooring material (not yet installed), the adhesives/mortar, and any other materials that will be used.

_____ Inspection 2: Shown with underlayment, flooring and Perimeter Isolation Barrier installed. The Baseboard moldings **MUST** be left off in one area of 6-10 feet for the inspection of the PIB. The remainder of the baseboard moldings should show the caulking having been done.

5) CONTRACTOR INFORMATION:

Please attach a copy of the contractor's proposal to the homeowner with a copy of their current insurance and license. The proposal must describe all material and labor included in the quote to the homeowner, including mastic, sealant, quarter rounds, baseboards (if replace), etc.

CONTRACTOR'S NAME: _____
ADDRESS: _____ CITY: _____ ZIP CODE: _____
TELEPHONE #: _____ FAX #: _____
LICENCED TO DO BUSINESS AS: _____

6) CONTRACTOR SIGNATURE:

I understand and agree with all the information provided on both sides/pages of this form:

CONTRACTOR SIGNATURE: _____

7) HOMEOWNER SIGNATURE:

I understand that the Architectural Review Committee approval for the requested changes to my home does not, at any time, waive my responsibility to obtain or, in any way, substitute for a mandatory building permit from the proper governmental departments, nor does it in any way guarantee the workmanship or quality of the requested work. I also acknowledge that I and my contractor have read and agree to adhere to the installation requirements of the HIW Flooring Rules and Regulations.

HOMEOWNER'S SIGNATURE: _____ DATE: _____

8) HIW/ARC APPROVAL:

HIW ARC APPROVED: _____ HIW ARC DISAPPROVE: _____

COMMENTS: _____

ARC SIGNATURE: _____ DATE: _____



Harbour Isle at Hutchinson Island West
Contractor/Unit Owner Soundproofing Certification Form
To be completed and returned to the Property Management Office

I, _____, of _____
Contractor’s Name Company Name

A licensed and insured flooring contractor hired for the purpose of installing hard surface flooring in Unit # _____, in Building # _____, do hereby certify that I have read the “Flooring Rules and Regulations” and that the installation will be compliant with these rules and regulations. I certify that if the Unit is on the First Floor, I will install an isolation barrier as required. I certify that if the Unit is above the First Floor, I will install and isolate the new hard surface flooring, and will install it using the required sound underlayment material as required.

I further certify that this installation in Unit # _____ will be in accordance to the specifications of the underlayment manufacturer, the hard surface flooring manufacturer, and in full compliance with these HIW “Flooring Rules and Regulations”.

I understand that there will be two inspections performed by HIW Management and we MUST have each inspection made and initialed by the HIW Management Staff. The first inspection will show baseboards removed, the underlayment material (not yet installed), the flooring material (not yet installed), the adhesives/mortar, and any other materials that will be used. The second inspection will be with the underlayment, flooring and Perimeter Isolation Barrier installed. The Baseboard moldings MUST be left off in one area of 6-10 feet for the inspection of the PIB. The remainder of the baseboard moldings should show the caulking having been done.

Contractor Signature[s] _____

Signature: _____ Print Name: _____

Unit Owner[s] Signature[s] _____

Date: _____