

*Hello new homeowner, we are excited to have you apart of the GlenArbor community!*

If you are receiving this document, it is because you intend to perform an exterior modification to your home or property and are looking for some further information on how to do so. *Please* review this document to its entirety to move forward with your request and / or submission.

Modifications to the exterior of your home can include, but are not limited to: fencing, concrete patios, pergolas, conversion of rock beds and more. Exterior modifications of the home or property will require submission(s) and approval(s) from the City of Bentonville and the Architectural Control Committee (ACC).

Please provide the POA with your request and the following documents prior to installment(s): the city permit, plot plan, photo of the intended final product, subcontractor's certificate of insurance and contact information. *The request should be submitted by a **single email, per request**, to [glenarborpoa@gmail.com](mailto:glenarborpoa@gmail.com) to ensure a more efficient process for all parties.*

Please note the following:

- The homeowner is required to submit the subcontractor's certificate of insurance and contact information in the event that damage occurs within the GlenArbor community. Otherwise, the homeowner assumes the risk of financial liability should any damage occur.  
*The certificate of insurance should note the GlenArbor POA as the certificate holder.*
- If the exterior modification does not reflect the pre-approved product image, then the POA reserves the right to ask that it be removed and replaced to meet the previously approved requests.
- Exterior modifications are not covered by the builder's home warranty and are not maintained by the POA.
- Whichever professional you decide to move forward with will be familiar and can assist with the permitting process.
- Before digging (posts, landscaping, etc), please contact Arkansas One Call at 800-482-8998 to have them locate any underground utilities.
- A few professional fencing company recommendations are (as follows):
  - o Fence by Jared | 479-306-2459
  - o Holmes Landscaping | 479-936-6885
  - o Modern Fence | 479-443-5122

*Thank you in advance for your corporation during this process.*