

Topsail Cove Homeowners Association, Inc  
P.O. Box 964  
Hampstead, NC 28443  
910-270-9975

ARCHITECTURE APPLICATION PROCESS

**Please complete the information below and return to the HOA office.**

1. Date: \_\_\_\_\_
2. Homeowner: \_\_\_\_\_
3. Address: \_\_\_\_\_
4. Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_
5. Requesting (description of change): \_\_\_\_\_  
\_\_\_\_\_
6. Set of plans, specifications & photos (if applicable) \_\_\_\_\_
7. Additional information: \_\_\_\_\_

FOR OFFICE USE ONLY

8. Received request: \_\_\_\_\_
9. Sent request to Architectural Committee: \_\_\_\_\_
10. Received decision from committee: \_\_\_\_\_  
Notified owners of decision: \_\_\_\_\_