

**Brighton Oaks HOA  
Architectural Review Committee  
Submittal Form**

Owner(s) of Record: \_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail address \_\_\_\_\_

- Initial Submittal;  Re-Submittal after Disapproval;  
 Re-submittal with Additional Information

Please provide a brief description of proposed changes or additions to your home or landscaping, and attach all plans (site plan, building plans, elevation plans, set back lines etc), specifications (type of material to be used, color, etc.), and any other material that will assist the ARC in making its decision. If additional space is required, please add additional pages - in a professional manner.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Submitted by: \_\_\_\_\_

**Est. Completion Date:** \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Date Received: \_\_\_\_\_

**Send Request to:  
IMC Resort Services, Inc  
2 Corpus Christi, Ste 302  
Hilton Head Island, SC 29928  
Fax: 785-3901**