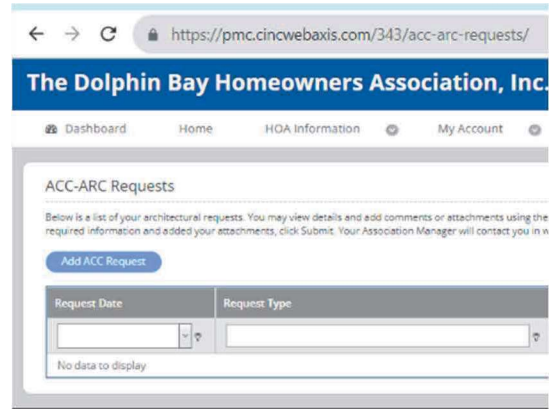


ACC Requests

Before making any exterior changes to your lot, you need to submit an ACC request form, and now you can submit this form online!

Select ACC-ARC Requests under the *My Account* Drop-down menu. Any requests you have already submitted will be listed on this page.

Submit a new ACC Request using the blue *Add ACC Request* button.



A new ACC-ARC Request form will appear as follows:

A screenshot of the ACC-ARC Request form in a web browser. The URL is https://pmc.cincwebaxis.com/343/acc-arc-requests/. The form is titled "Request for Architectural and Landscaping Approval" and contains the following fields:

- Association: The Dolphin Bay Homeowners Association, Inc.
- Date: 08/09/2023 12:15:24 PM
- Owner Name: Diane Heenvagen
- Account Number: 3431020
- Address: 7107 Grouper Court, Wilmington, NC 28409
- Home Phone: [Empty field]
- Work Phone: [Empty field]
- Cell Phone: 6503882607
- Email Address: dianecollart@yahoo.com
- Estimated Start Date: [Dropdown menu]
- Estimated Completion Date: [Dropdown menu]
- ACC Type: ---Select ACC Type---
- Other ACC Type: [Empty field]
- Please list the nature of the improvement and materials needed: [Text area]
- Colors: [Empty field]

Below the form, there is an "Attachments" section with a "Choose Files" button and the text "No file chosen". A note states: "Note: Only add attachments once all required fields have been entered." At the bottom, there is a section for homeowner responsibilities with two checkboxes:

- Homeowner is responsible for any damages caused by their vendor as well as any maintenance and/or damage caused by the installation of any approved item that is attached to the siding and/or roof.
- Homeowner is responsible for making certain any structure is within property lines and will attach plat or survey map.

Fill out this form, attach any pictures and submit.