



T o w n h o m e s
Homeowners' Association
P.O. Box 4236
Miami Lakes, Florida 33014
HOTLINE 305- 819-4133 or 786-366-0314
E-Mail: iglmanager2@gmail.com

ARCHITECTURAL MODIFICATION/CONTRACTOR PROCEDURE

- An Architectural Modification Form must be completed by the Owner and submitted, either by US Mail or e-mail, together with a brief description of the improvement and a picture, if applicable.
- All contractors must email a copy of their insurance and license to the property manager at: iglmanager2@gmail.com.
- Once the form has been approved, the contractor has submitted a copy of his license and insurance then the Association will issue an Approval letter to the Town of Miami Lakes.
- This process usually takes 5 business days after receipt of all the above required documentation.