

How to Submit an Architectural Request



1

Navigate to <https://portal.timmonsproperties.com/login>

serves as an information resource for your community and a resourceful tool for communication with your dedicated management company professionals.

Our team treats all customers with dignity, respect and provides them the best service we can through commitment, innovation, technology, speedy response times and efficient problem solving.

Thank you for visiting your Owner Portal. We hope you appreciate the convenience of 24/7 access to all your association needs!

Log in to your account

Email

Password

[Forgot your login?](#)

Log In

Don't have an account? [Sign Up](#)

2 Click "New Request"

The screenshot shows the Puckett Station Homeowners portal dashboard. On the left is a navigation menu with items like Dashboard, Payments, Requests, Calendar & Events, Directory, Documents, Homeowner How-To Videos, and My Profile. The main content area displays a 'Welcome' message, a 'NOTE' about account balances, a 'Payments' section with an account balance of \$0.00 and an upcoming charge of \$0.00, and a 'Recent Requests' section. The 'New Request' button in the 'Recent Requests' section is circled in orange. Below this is a 'Recent Messages' section with two messages dated 5/2/2025 and 4/9/2025. The 'POWERED BY Vantaca' logo is visible in the bottom left corner.

3 Click the "ARC Request" field.

The screenshot shows the 'Submit a Request' form. At the top, there are two tabs: 'Submit a Request' (which is underlined) and 'My Items'. Below the tabs, the text reads 'Select the type of request you would like to submit:'. There are two radio button options: 'General Request' and 'ARC Request'. The 'ARC Request' radio button is selected and circled in orange. The 'Submit a Request' tab is also circled in orange.

PUCKETT
Station

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Download and complete the "ARC - Puckett Station Architectural Request Form.pdf"

New Request Puckett Station Homeowners

[Submit a Request](#) [My Items](#)

Select the type of request you would like to submit:

General Request

ARC Request

ARC Request

[ARC - Puckett Station Architectural Request Form.pdf](#)

Property

Area of work
(Choose an Item)

Subject

Work to be done:

Estimated Start Date

Estimated End Date

Upload ARC Form and other Documents [Select files...](#)

[Submit Form](#)

25 MB Limit

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5

Once the form is filled out, save it, then upload by clicking on "Select files..."

New Request Puckett Station Homeowners

[Submit a Request](#) [My Items](#)

Select the type of request you would like to submit:

General Request

ARC Request

ARC Request

[ARC - Puckett Station Architectural Request Form.pdf](#)

Property

Area of work
(Choose an Item)

Subject

Work to be done:

Estimated Start Date

Estimated End Date

Upload ARC Form and other Documents [Select files...](#)

[Submit Form](#)

25 MB Limit

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Fill in all the fields on this page and then...
Click "Submit Form"

New Request Puckett Station Homeowners

[Submit a Request](#) [My Items](#)

Select the type of request you would like to submit:

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ARC Request

ARC Request

Property

Area of work
(Choose an Item)

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Submit Form

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