

Maint, Repair & Mods - Approval Request

(Revised 2/10/1996)

Unit Number: _____

Submitted on: _____

Building No.: _____

Board Meeting: _____

Submitted by: _____

Description of Work: **Describe & Draw Below.....**

Please Include the Following:

- Indicate what work is planned and who will do work; Unit Owner or Contractor.
- Indicate work schedule. Provide scaled sketch for all building modifications, patios, dock improvements, etc.
- Provide catalog literature, pictures, etc, for doors or other visible fixtures, indicate color.

To minimize delays in the approval of your request, the Board of Managers' suggest that your Approval Request be personally presented at the regular monthly Board meeting in order to answer any questions that may arise.