

IMPROVEMENT APPLICATION

WHEN TO FILE AN IMPROVEMENT APPLICATION?

An Application form *must* be submitted prior to any exterior change or change, improvement, or an addition. If there are any questions, contact the Property Manager.

WHAT ARE THE OBJECTIVES OF THIS FORM?

One, to ensure that a proposed change/improvement conforms to the Association's Declaration, enhances the beauty of Washington Colony, maintains the architectural harmony of Washington Colony, and does not inconvenience other property Owners in Washington Colony.

Two, to enable the Association to determine what information and assistance it can provide to expedite completion of the proposed project.

DATE:

DAY TIME TELEPHONE:

NAME:

ADDRESS:

OWNER: YES NO (IF RENTED., OWNER'S TELEPHONE: _____)

OWNER'S NAME: _____

DESCRIPTION OF PROPOSED
CHANGE/IMPROVEMENT:

LOCATION:

APPROXIMATE COST:

DIMENSIONS: _____ COLOR: _____

MATERIALS:

(A SCALED DRAWING SHOWING THE EXACT LOCATION AND DIMENSIONS OF THE PROPOSED CHANGE/IMPROVEMENT MUST BE ATTACHED TO THIS APPLICATION.)

I understand the rules concerning the proposed change/improvement. This change/improvement shall in no way encroach on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this change/improvement. I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes and inspections. Return completed application to: Washington Colony Condominium Owner's Association, Inc.; do Property Manager.

SIGNATURE(S):

FOR ASSOCIATION USE ONLY

Date Approved: _____

Special details or provisions for approval:
