

Tifton Greens Condominiums
IMPROVEMENT APPLICATION

WHEN DO YOU FILE AN IMPROVEMENT APPLICATION?

An application form must be submitted for any construction or addition to the exterior of your building or grounds. If in doubt about your particular project, contact Towne Properties Asset Management Company at (937) 222-2550.

WHAT IS THE OBJECT OF THIS FORM?

The object of requiring a homeowner to file an improvement application with the Board is two-fold:

1. To insure that your planned improvement conforms to the Association's Declaration, enhances the beauty of the Community, maintains the architectural harmony of the Community and in no way inconveniences your fellow homeowners.
2. To enable the Association to determine what information and assistance it can give in order to expedite completion of your planned improvement.

NAME _____ ADDRESS _____ LOT# _____

DATE _____ PHONE NUMBER _____

OWNER _____ RENTER _____ LAND CONTRACT _____

TYPE AND NATURE OF REQUESTED IMPROVEMENT: _____

COLOR _____ DIMENSIONS _____ LOCATION _____

SUPPLIES _____ APPROXIMATE COST _____

A SCALE DRAWING OF ALL IMPROVEMENTS MUST BE SUBMITTED AND ATTACHED TO THE APPLICATION TO SHOW THE EXACT LOCATION AND DIMENSIONS.

*NOTE: For any window, exterior door, garage door, or patio door replacement the new item **MUST** be the same color, and style (for example double hung window, hinged exterior door, solid panel garage door, or sliding patio door). It **MUST** also have the **EXACT** same dimensions of glass area and frame area.*

I understand the rules concerning the proposed improvement. This improvement in no way encroaches 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 improvement.

I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes.

DATE _____ SIGNATURE _____

----- (FOR ASSOCIATION USE) -----

Date Received _____ Received by _____

Date Approved _____ Date Disapproved _____ Letter Sent _____

Special Details or provisions for Approval _____

Please return Improvement form to: Ted Hilton or: tiftongreencondo@gmail.com

6640 Golf Green Dr.

Centerville, Oh 45459

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