Form A: Notice of Intent

Alterations and Additions Application

A minimum of **thirty [30] days,** in advance of the commencement of **any/all Architectural Alterations, Additions, Construction, Remodeling and/or Renovation work** within a Unit or limited common element **is required.**

A **Form A: Notice of Intent - Alterations and Additions Application** is required with any/all requests submitted in writing, for prior acceptance to The Board of Directors, via Management, prior to any work started. All final decisions allowing and approving such work, will be communicated in writing to Unit Owners.

Date Submitted_____

Unit Owners_____ ***Building*** _____ ***Unit*** _____

Detailed Description of Work Within Unit

_____

_____

Location and Dimensions _____

Date Work Begins_____ ***Date Work Completes***_____

Service Provider/s Performing Work_____

Service Provider/s Contact Details_____

Service Provider/s Copy of Insurance [COI]_____

**Note: Form A: Notice of Intent Application, including any/all work requested, will not be approved and may be rejected by The Board of Directors and Management, without providing Service Provider/s Copy of Insurance [COI], detailed contracts, sketches, dimensions, etc.*