

Cross Keys Condominium No. 1
ARCHITECTURAL MODIFICATION FORM
Request for Landscaping/Addition/Modification

Please submit to: Condominium No. 1
email to **Mgrier@villagemanagement.net**
Or you can drop off at Village Mgt office
at Clubhouse

Name: _____ Date: _____

Address: _____

Telephone Number: Home: _____ Work: _____ Cell: _____

Description of structural or landscaping change request: _____

You must include the following information on a separate sheet attached to and submitted with this request:

1. A description and a diagram (sketch) of the modification requested. Also indicate on the following unit floor plans the location and measurements of the modification.
2. The name, manufacturer and color of the paint and/or materials to be used in the requested change.
3. A swatch of the paint and/or materials.
4. A copy of the manufacturer's brochure.

Planned Start Date: _____ Expected Completion Date: _____

Contractor: _____ MHIC #: _____

I (We) acknowledge and agree that I (we) will be solely liable for any claims, including and without limitation, for property damage or personal injury, which may result from the requested addition or modification. I (we) hereby indemnify the homeowners association from, and against, any and all such claims. I (We) understand and acknowledge that I (we) am (are) responsible for complying with all applicable building codes and ordinances, and for obtaining all necessary permits and inspections for the requested addition or modification and further, that I (we) am (are) responsible for all maintenance, repair and upkeep of said addition or modification.

(Signature of Owner)

(Signature of Co-Owner)

Modification Request Received by: _____ Date: _____

APPROVAL/DISAPPROVAL

() Approved as requested.

() Approved subject to the following conditions/modifications: _____

() Disapproved for the following reasons: _____

Signature on behalf of Board: _____ Date: _____
(Name)

Notification to Unit Owner(s) by: _____ Date: _____
(Name)