

# SURREY HILL CONDOMINIUM

## Variance Request

Use this form to request authorization to add to or modify the exterior of any dwelling unit, or any part of the common areas owned by the Surrey Hill Condominium Association. Projects approved under this request are to be constructed and maintained at Homeowner expense. In the event maintenance is not continued in a manner acceptable to the Association, the homeowner will be obligated for any costs incurred by the Association to continue maintenance or to restore the property to its original condition. Homeowner must provide copy of contractor's current insurance certificate (both liability and workman's compensation) with Surrey Hill Condominium named as additional insured.

Homeowner signature below confirms agreement to properly maintain any modification approved hereunder, and to inform any new owner of their responsibility for maintenance or to restore the property to its original condition. In the case of gardens or landscaping, this would require removing plantings and restoring grass.

Requestor Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Description of Request (Material colors and specification sheet, sketches, drawing or product brochure must accompany this Application):

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### FOR OFFICE USE ONLY

Received by (Board Member-Please Print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Return one copy to homeowner and one copy to Property Manager**

**Approved**       **Approved with changes**       **Rejected**

Comments/stipulations: \_\_\_\_\_

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Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

**Approved**       **Approved with changes**       **Rejected**

Comments/stipulations: \_\_\_\_\_

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