

REQUEST FOR ADDITION/ALTERATION FORM

Please complete and submit to the Property Manager and Board of Trustees. Permission must be obtained prior to the start of work and completed within a reasonable time period. Include a description and a scale drawing along with all technical brochures and/or cut sheets for items not included in the Belvidere Townhouse Window and Door Guide. If work is to be done by a contractor, the contractor needs to be licensed and insured in Massachusetts.

Name of the company and/or individual that will perform the work.

Owner: _____

Unit Address: _____

Nature of Addition/Alteration:

Interior:

I understand that I will be responsible for maintenance and repair of the above addition/alteration and that the attached covenant will be filed with the Registry of Deeds.

Signature of Unit owner: _____ Date: _____

Signature of Unit owner: _____ Date: _____

Approved by (*Property Manager*) _____ Date: _____

Completed work was inspected and deemed acceptable by:

Signature (*Property Manager*) _____ Date: _____