

CONTRACTORS WORKING AT BELVIDERE TOWNHOUSE CONDOMINIUMS RULES FORM

- All Contractors are subject to Condo Association Rules, governed by the Management Company, currently Property Management of Andover.
- Every contractor working at Belvidere Townhouse Trust must be licensed and fully insured in the state of Massachusetts. Proof of up to date insurance is mandatory to work at Belvidere Townhouse Condominium Trust and should be submitted to Property Management of Andover for any request requiring the ***Request for Addition/Alteration Form***.
- Contractors are wholly responsible for their employees, subcontractors, or independent agents working for them.
- All Contractors must park vehicles so as to not impair any other unit owners from their normal parking, or fair use of the property.
- Do not park on the grass at any time.
- It is the responsibility of the contractor to notify any unit owner if the work they are requesting is acceptable and safe to do so. This may be done the day before work is to be done, by a note, etc. Any questions, please see the current Property Management Company.
- All work is to be completed in a competent manner. Any questions on acceptable practice should be directed to the current Property Management Company, prior to doing the work.
- Failure to complete the work properly If any damage is found to the structure of the buildings, steps, etc. during work, it is **NOT ACCEPTABLE** to continue the work, hiding the problem. This must be brought to the attention of the current Property Management Company immediately, and the work must be stopped until a resolution is agreed upon.
- The Jobsite must be kept clean on a daily basis up to and including the final completion day of the job/project.
- Hints for Material Compliance
 - Only Paintable Caulk/Sealant will be used on Building exteriors, NonPaintable Caulk/Sealant is not acceptable, and will result in a call back.
 - All exterior moldings will be of a non-wood, non-rotting material such as Vinyl, Tuff Board, Azek, Fiberglass, etc.

Acknowledged and Agreed:

Name _____

Company _____

Mass License # _____