



Date: \_\_\_\_\_

Unit Owner(s): \_\_\_\_\_

I (We) request the Waterfront "Bldg. C" Condominium Association approval to permit the modification, remodeling, or renovation of our Waterfront Condominium unit \_\_\_\_\_ in accordance with the following condominium association rules, requirements and conditions. The following checked items and explanation of scope and materials, along with any attached plans and detailed drawings, represent the extent of our request:

Check all applicable areas of Project Components:

- |  |   |
|--|---|
| <input type="checkbox"/> Complete Renovation/Remodel | <input type="checkbox"/> Change of Current Floor plan       |
| <input type="checkbox"/> Exterior Screen Doors       | <input type="checkbox"/> Mechanical & Electrical            |
| <input type="checkbox"/> Partial Remodel             | <input type="checkbox"/> Kitchen Renovation                 |
| <input type="checkbox"/> Flooring-Interior           | <input type="checkbox"/> Flooring Balcony                   |
| <input type="checkbox"/> Bathroom Renovation         | <input type="checkbox"/> Utilities Change (incl. TV Wiring) |
| <input type="checkbox"/> Minor Carpentry (Wood Trim) | <input type="checkbox"/> Other (Specify) _____              |

Additional explanation and materials description: Or attach a separate page.

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Start Date: \_\_\_\_\_ Estimated Date of Completion: \_\_\_\_\_

Please provide the following:

- 1) A detailed scope of work to be performed and the schedule and timeline for its completion.
- 2) Prior notice of all plans for water shut down so the Manager can plan and post noticed at least 48hours in advance of shut off.
- 3) Information regarding any and all material used including sound-proof underlayments.

The contractor and Owner must abide by the following to insure their neighbors retain their right to quiet enjoyment of the facility.

A) The Association shall maintain the right, but not the obligation, to inspect work in progress and after completion. However, Association inspections do not relieve the Owner and Contractor from their exclusive responsibility to assure that the work is done in conformity with approved plans and specifications, Waterfront "Bldg. C" requirements and current City of Venice and State of Florida codes. Inspection fees are the responsibility of the owner.

B) Work may not commence prior to 8:00 AM or continue beyond 5:00 PM and must be conducted Mondays through Fridays unless specific permission is given for other periods. Work may not be performed on national holidays unless specific permission is given.

C) The passenger elevator may not be used to lift objects or materials over the rated limits of the elevator. The gate to the elevator access area may not be propped open. The elevator door must not be kept open for extended periods for loading or unloading as there is only one elevator in the building. **ELEVATORS MUST BE KEPT USABLE FOR BUILDING OCCUPANTS.** Any damage to elevators must be immediately reported to the Manager.

D) If approved, cutting of tile, wood or other material must be confined to the remodel unit and is not permitted on balconies or common walkways.

E) Neither cutting nor grinding of materials nor assembly may occur in the parking lot.

F) Materials may not be stored in common areas (parking lots, walkways, stairwells, etc.) or on balconies.

G) Common elements should be protected at ALL times during construction. Floor protection in the common element must be installed each day, secured to avoid trip hazard and removed at the end of the day.

H) Contractors and Unit owners are responsible for the removal of all construction and demolition debris and may not use Association dumpsters.

It is the expectation that all Contractors and Sub-Contractors will advise their crews that Waterfront "Bldg. C" is a year round residence for many people. Every effort should be made to do their work in the least disruptive ways possible, even as the Association recognizes that all construction has accompanying noise.

We have read, understand and agree to abide by the Association rules, the enclosed Construction Terms and Conditions, City of Venice and State of Florida codes and any other requirements of the Association that may pertain to this particular project.

We understand that this application must provide sufficient information (design drawings if required and material specifications) to allow the Association to assess the intended work and its effect on common areas and other units.

Signature(s) below confirm that the Unit Owner and Contractor agree to indemnify and hold the Association harmless for any damage to property or persons arising out of the work and/or any causes of action that arise from it.

Inspections or approvals by the Association do not alter, diminish or eliminate the total responsibility and obligations of the Owner and the Contractor for the work and any damages or liabilities arising from it.

Unit Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Remodeling Contractor Company Name(s): \_\_\_\_\_

License Number: \_\_\_\_\_ Contractor Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Contractor insurance information – company, coverage, limits:

\_\_\_\_\_

Sub-Contractor Information: \_\_\_\_\_

\_\_\_\_\_

Waterfront "Bldg. C" Association Action:

\_\_\_\_\_ This application has been approved by the Waterfront "Bldg. C" Association.

\_\_\_\_\_ This application has been conditionally approved, subject to the following information being provided immediately for further review.

\_\_\_\_\_ Date to be delivered \_\_\_\_\_

This application has been denied for the following reasons: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

| This application has been provisionally approved pending the following:

\_\_\_\_\_  
\_\_\_\_\_

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

Association Approval Signature: \_\_\_\_\_

Association Approval Signature: \_\_\_\_\_

Association Approval Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Manager Contact Information:

**Lauren Wilson, MBA, CAM**

Phone: (941) **961-2669**

Email: **teammember5@sunstatemanagement.com**