

BASEMENT IMPROVEMENTS APPROVAL

1. All ceilings must be removable (i.e. drop ceiling).
2. All walls and partitions can be nailed only at the top, to the first floor joists. No nails are allowed in walls or floors of basement.
3. Co-owner is responsible for all costs in removing any walls, ceilings, or partitions in case of any basement wall or floor repairs are required.
4. Proper City permits must be obtained and copies of the permits are to be attached to this approval form.

Building Permit
Electrical Permit
Plumbing Permit

NOTE: No work can begin without the following:

- A. Written Board Approval
- B. Required City Permits

I have read and understand the above guidelines and agree to adhere to them as written.

Date

Co-owner's Signature

Date

Board of Directors' Signature

I ACKNOWLEDGE THAT I WILL OBTAIN ALL NECESSARY PERMITS (STATE, COUNTY OR CITY), REQUIRED BY LAW, FOR ME TO DO THE ALTERATIONS OR MODIFICATIONS I HAVE REQUESTED.

I UNDERSTAND THAT ALL WATER PIPES, HEATING DUCTS, GAS LINES AND ELECTRICAL WIRING MUST BE FULLY ACCESSIBLE AT ALL TIMES.

Co-owner's Signature

Co-owner's Address

Co-owner's Building Number

Co-owner's Unit Number

Co-owner's Telephone Number

CONTRACTOR INFORMATION:

Contractor's Name

Contractor's Address

Contractor's Telephone Number

Contact Person

Start Date

Completion Date

Permit Number(s)

Contractor's Signature

Date