

Maple Ridge Creek Village Condominium Association

MODIFICATION REQUEST FORM

(Approval of the Board of Directors is required prior to the commencement of any modification.)

Co-owner Name(s): _____

Phone: _____ Email: _____

Address: _____ Unit #: _____

Requested Modification (check whatever applies):

Exterior Appearance _____ Landscape _____ Structural _____ Pavers _____ Garage Door _____ Weather Stripping _____ Deck _____

Other _____ (Please specify): _____ **MRC Policy Number that Applies:** _____

Paver Color, Garage Door/Weather Stripping Color, Deck Color: _____

Explanation of Modification: (If applicable, a diagram indicating distance from condo walls, driveway, and/or walkways and the position of the sprinkler heads, must be included with this form.)

(Continue on back if necessary)

Work will be performed by: _____ **Phone:** _____

PLEASE READ THE FOLLOWING CLOSELY BEFORE SIGNING:

1. All applicable codes and regulations will be followed, and all necessary permits will be obtained at my expense, before any work begins on this modification.
2. I have read and understand all applicable sections of the Bylaws and/or Policies.
3. All future maintenance resulting from this modification will be performed at my expense.
4. As a result of this modification, if the Association incurs any maintenance costs, I will reimburse the Association.
5. It is my responsibility to advise future assigns or owners of this unit of their on-going responsibility for this modification.
6. Should any legal regulatory agency require modifications to this variance at any future time, the required modification/s will be done at my expense.
7. **Whenever indicated in a policy, a recordable Modification and Alteration Agreement must be included.**
8. All work must be completed within 90 days of its approval.
9. I hereby certify that I have read the above and all the information is truthful and accurate.

Signature of Co-owner: _____ Date: _____

Signature of Co-owner: _____ Date: _____

Approved by: _____ Date: _____

Please scan and email or mail this form to the Management Company.