**REQUEST FOR ARCHITECTURAL IMPROVEMENT/ ALTERATION**

NAME:

UNIT ADDRESS:

PHONE NO: home: work: cell:

SUBMISSION DATE:

**IMPROVEMENT/ALTERATION TO UNIT OR LIMITED COMMON ELEMENTS**

*If replacing your a/c unit, you must include the size of the footprint of the unit and of the pad. A/C replacement applicants should submit at least 10 days prior to installation*.

Please give a brief description of the improvement, where it is, or is to be located, type of materials involved, etc. (Emergencies will be handled on a case by case basis.)

**MAIL COMPLETED FORM TO:** Board of Directors

Lesner Pointe Condominium Association

c/o The Select Group, Inc.

2224 Virginia Beach Boulevard, Suite 201

Virginia Beach, VA 23454

**OR DELIVER TO:** Lynn Seltzer

**FOR OFFICE USE ONLY**

* REQUEST APPROVED BY THE BOARD OF DIRECTORS
* REQUEST APPROVED BY THE BOARD OF DIRECTORS SUBJECT TO MODIFICATION
* REQUEST DISAPPROVED BY THE BOARD OF DIRECTORS

DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNED