



Water Oaks Condominium Association

c/o The Select Group, Inc.
2224 Virginia Beach Blvd., Suite 201
Virginia Beach, VA 23454
(757) 486-6000 fax: (757) 486-6988
email: select@theselectgroup.us or visit us at www.theselectgroup.us

REQUEST FOR ARCHITECTURAL IMPROVEMENT/ ALTERATION

NAME: _____

UNIT ADDRESS: _____

EMAIL 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.)

RETURN COMPLETED FORM TO: **Water Oaks Condominium Association**
c/o The Select Group, Inc.
at the address, fax number or email address above

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 _____