

CENTRE GREEN

CONDOMINIUMS

EXTERIOR ALTERATION APPLICATION

Please mail, email or deliver to: Centre Green Condominium Association
c/o The Select Group, Inc.
2224 Virginia Beach Blvd., Suites 201/202
Virginia Beach, VA 23454
email: cdoneff@theselectgroup.us

WARNING: Exterior alterations commenced without prior approval of the Board of Directors & Architectural Committee is in violation of the covenants and is at the homeowner's own risk. (Please review all governing documents. It is recommended that the term of any contract when making a purchase shall be that the contract is not valid until approval by the Board of Directors is received).

FROM: (Please print in ink or type)

Name: _____

Unit Address: _____

Telephone: home: _____ work: _____ cell: _____

Email: _____

APPLICATION FOR (check appropriate work-you may check more than one):

- Balcony/Deck
- Balcony Railing
- Windows
- Exterior Doors
- Other _____

Project is expected to begin on _____ and be completed by _____

DESCRIPTION OF ALTERATION: Supplemental sheets, sketches, plats and drawings that fully describe the proposed alteration **must** be attached **before** the ACC will review the application. A completed copy of all pages of the Owner/Contractor Responsibility Agreement, as well as the contractor's insurance and licensing information, must be submitted with this application in order to be reviewed by the Board of Directors.

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

CENTRE GREEN

CONDOMINIUMS

EXTERIOR ALTERATION APPLICATION (CONTINUED)

_____(initial) I understand that any incomplete application received by management will be returned to the owner to be completed. Once management has received the completed application along with all other information requested, it will be presented to the Board of Directors.

_____(initial) I hereby agree to accept full responsibility for any damages that may occur to the interior or exterior due to faulty installation of any exterior alteration.

OWNER'S SIGNATURE: _____ DATE: _____

Date Received by Association: _____
Signature

***NOTE: INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT PROCESSING**

____ APPROVED by Board of Directors	
____ APPROVED with the following contingencies by Board of Directors:	

_____	_____
Board Signature	Date
____ DISAPPROVED for the following reason(s) by Board of Directors:	

_____	_____
Board Signature	Date