

APPLICATION FOR EXTERIOR ALTERATION/ADDITION

RE: PROPERTY NAME

RESIDENT NAME

APT. ADDRESS

To Whom It May Concern:

In accordance with my lease, we are requesting approval for the following described alteration(s) and in that connection are enclosing the appropriate documents as indicated below:

Brief description of alteration: _____

Please indicate in the space provided the date each of the following was submitted:

____ Description of items to be used/installed

____ Timetable (approx. installation date)

____ Drawing showing the exact location of the alteration to the existing structure

____ Elevation plan of excavation or change in grading

____ Photograph(s)

____ Other (please give brief description) _____

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I understand that I shall wait for receipt of written approval of this application before beginning the foregoing alteration(s), and that approval of such alteration(s) by the Management Company does not release us of our obligations to ensure that such alteration(s) is in compliance with the applicable Building and Zoning ordinances for the City and the guidelines and restrictions established by the

_____ Apartments.

I understand that there can be no building penetration or any attachments to buildings.

GROWTH THROUGH EXCELLENCE

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I agree that upon vacating my apartment I will remove the dish, supports, and all wiring. Failure to do so will result in being charged for the cost of removal and disposal of the equipment and wiring.

Read and agreed to:

Signature of Applicant

Date

PLEASE PRINT:

Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Fax: _____

ARCHITECTURAL REVIEW BY UNITED PROPERTY ASSOCIATES

___ Approved as submitted

___ Approved with attached stipulations: **Note Manager is to have resident initial any changes and email final copy of this form to Company representative signing below before resident/vendor makes any alterations.**

___ Denied

By:

Print Name/Title of
Community Representative

Signature of Representative
of Property

Date