

RUSSELL CONDOMINIUM CORPORATION 9

REQUEST FOR UNIT MODIFICATION FORM

Subject to the Rules and Regulations of Russell Condominium Corporation 9, the owner or Occupant may not make any major modifications to the plumbing, electrical, mechanical, or structure of their unit or to common elements of the Corporation reserved for their exclusive use without the prior approval of the Corporation's Board of Directors.

Unit Address:

Unit Owner Name(s):

Telephone #'s: **H:** **W:** **C:**

Email Address:

AUTHORITY IS REQUESTED TO MAKE THE FOLLOWING MODIFICATIONS TO MY UNIT:

- The Owner or Occupant is required to:
- (1) Describe the proposed modification(s),
 - (2) Provide the proposed start date of the modification(s),
 - (3) Attach a diagram and/or plan etc, if necessary,
 - (4) Include proof of building permits if required by City Ordinance, and
 - (5) Provide confirmation that the modifications will be undertaken by a qualified individual or contractor if major modifications to the electrical, plumbing and/or mechanical systems are proposed.

NOTE: Modifications may be subject to inspection by the Board of Directors (if external) or their designate.

Owner's Signature: _____

Date: _____

FOR BOARD OF DIRECTOR USE ONLY

Unit Modification Request: Approved Rejected

Director Signature: _____ **Date:** _____

Director Signature: _____ **Date:** _____

Comments:
