

INSTALLATION OF BUILDING MODIFICATION

A Request/Agreement form is required to request and approve the installation of building modifications, decks, awnings or screen doors.

If you are interested in installing building modifications, you must receive approval from the Association Board *prior* to the start of the modification. The Request/Agreement form must be completed and submitted with a drawing, or literature in the case of screen doors, of the proposed modification.

Once submitted, we will forward your request to the Board for review. If your request is approved, you will be notified and must comply with the terms on the Request/Agreement form.

If you have questions regarding the form, please contact Bullseye Properties at 763-295-6566.

Winsted on the Lake Townhome Association
Exterior Improvement Request/Agreement Form

Date: _____

Name: _____

Address: _____

Describe request of modification be made to the EXTERIOR of the unit located at the address identified above:

I (We) understand that the Association shall not provide care/maintenance for the item requested to be installed/modified and we will provide all future maintenance on the modification. It is also understood that if any damages are incurred as a result of the installation or modification that I (We) will assume all liability and responsibility to insure that the damage is corrected in a timely manner. If the damage is not corrected, I (We) understand that the Association will correct the damage and assess for the corrections.

Owner Signature: _____

Phone number or email address: _____

Board Response Only

Action Taken () Approved () Denied ()

Association President: _____