

REQUEST FOR ARCHITECTURAL CHANGES

APPLICATION DATE: _____

OWNER(S) NAME: _____ PHONE: _____

UNIT ADDRESS: _____

I/We hereby apply for approval to make property modifications to the appurtenant limited common elements or exterior common elements, as described below.

I/We authorize and represent the following:

I/We are the lawful owners of the premises.

I/We hereby authorize the Covenants Committee, the Board of Directors or the Designee to inspect the premises concerning this application, upon reasonable notice and reasonable hours.

I/We agree to abide by all the terms and conditions of the approval procedures, the Declaration of Covenants, Condition, and Restriction, by By-laws and Rules and Regulations of the Association as they apply to this application. Any replacement doors and windows must be the same configuration as to height, width and design as all other RHCA condominium doors and windows and must meet RHCA guidelines as to color and appearance. We also authorize the Board to employ, engage or hire any professional consulting entity that they deem reasonable necessary to properly review this application, the cost of which will be charged to the homeowner provided that there is prior notification and agreement is received from us.

PLEASE COMPLETE THIS FORM
OWNER'S SIGNATURE IS REQUIRED

Narrative description of modification: _____

Where appropriate attach the following:

- Manufacturer's Brochure Photo of Property Scale Drawing Name of Contractor
 Rendering of Modifications (drawing with dimensions) Specification for Material
 Building Permit from Municipality or Application for Permit (once approved by Board)
 Certificate of Insurance from Contractor (Liability and Workman's Comp.) Filing Fee
 Copies of Courtesy Letter(s) Sent to Immediately Adjoining Neighbors Informing them of Your Intentions

Please mail your requests to:

**Gervin Management,
1280 Route 46, Parsippany, NJ 07054**

Owner's Signature

Date

Owner's Signature

Date