

# Windward Condominium Association, Inc.

*c/o Elliott Merrill Community Management  
835 20<sup>th</sup> Place, Vero Beach FL 32960  
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[www.ElliottMerrill.com](http://www.ElliottMerrill.com)*

## **ARCHITECTURAL MODIFICATION FORM**

Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Building & Unit #: \_\_\_\_\_ Date: \_\_\_\_\_

Please e-mail this request to [Paolaa@elliottmerrill.com](mailto:Paolaa@elliottmerrill.com) or mail to Elliott Merrill Community Management 835 20<sup>th</sup> Place, Vero Beach FL 32960.

**Please attach the contractor's proposal, a sketch, plan, drawing, photo, etc. *must* be attached to this form showing your proposed modification. *Provide* a detailed description of the requested change. Attach information that will be useful in allowing the Board of Directors to make an informed decision (i.e. location, maps, building or landscape plans, dimensions, pictures, paint, colors, etc.). Lack of information may delay approval.**

Anticipated Start Date: \_\_\_\_\_ Anticipated End Date: \_\_\_\_\_

Describe work to be done: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **I (WE), THE APPLICANTS HEREIN, CERTIFY AND REPRESENT AS FOLLOWS:**

- 1. I (we) are the legal owners of the above described unit.*
- 2. The work, if approved, will be done promptly and properly by appropriately licensed contractors if necessary.*
- 3. I (we) accept and acknowledge that the responsibility for maintaining, up keeping, etc. of the improvement/change shall solely be mine (ours), successors, assigns and subsequent property owners.*
- 4. All work and the consequences thereof are solely at our risk and expense. We understand and hold the Condominium and the Board of directors harmless on account of any consequences resulting from this approval, if granted.*
- 5. Certain changes may affect the site plan, final survey or Certificate of Occupancy at my (our) unit and the consequences thereof are solely at my (our) risk.*
- 6. No representation of the Condominium or the Board, either expressed or implied, is assumed hereby.*

**A COPY OF THE CERTIFICATE OF INSURANCE AND LICENSE OF THE CONTRACTOR PROVIDING SERVICES MUST BE PROVIDED WITH THIS APPLICATION. OWNER IS RESPONSIBLE FOR ALL LICENSING AND PERMITTING FOR WORK PERFORMED. OWNER AGREES TO ALLOW THE BOARD OR ITS REP. WITH NOTICE, TO INSPECT ALL WORK.**

**Owner Signature:** \_\_\_\_\_