

MARKET STREET AT TOWN CENTER CONDOMINIUM

Application for Interior Modification

NAME: _____ PHONE (H): _____

UNIT #: _____ PHONE (C/M): _____

E-MAIL: _____ PHONE (W): _____

STIPULATIONS AND CONDITIONS:

1. All modifications must meet the requirements of Fairfax County zoning/building codes.
2. All modifications must meet the requirements of the Bylaws of the Unit Owners' Association of Market Street at Town Center Condominium.
3. The proposed modifications must be constructed/installed according to the approved plans, specifications, and schedule (commenced within 3 months and completed within 6 months of approval date).
4. Floor Coverings: Each Unit Owner shall be responsible for the maintenance, repair and replacement, at his expense, of the floor covering materials that are appurtenant to or a part of his Unit. All floor covering materials shall be maintained in such a manner as to minimize sound transmission between the Units. In the event that it is necessary for the Owner of an upper level Unit to replace any floor covering materials in that Unit, the Unit Owner shall use floor covering materials that are not less than the same amount (i.e., square footage) and of similar quality, design and sound insulating features (i.e., impact insulation class) as the floor covering materials installed during the initial construction of such upper level Unit. For example, the Owner of an upper level Unit that includes carpeting, hardwood flooring and/or resilient flooring as part of the original construction of such upper level Unit shall, if necessary, replace such carpeting, hardwood flooring and/or resilient flooring with the same amount and the same or similar type of floor covering materials, provided that the replacement floor covering materials are of similar quality, design and sound insulating features as the originally installed carpeting, hardwood flooring and/or resilient flooring.
5. Proof of insurance for the contractor will need to include Market Street Condominium as an additional insured entity.
6. Work hours are Monday through Saturday, 9:00 AM to 5:00 PM.
7. Condo and unit entry doors cannot be propped open during renovations.
8. Everything must be contained inside of the Unit. At no time should anything be left in hallways and other common areas, including tools, dollies, carpet, flooring, appliances, furniture, etc.
9. No hallway and other common area electrical outlets may be used for work.
10. Neighbors above and below the Unit must be notified in writing of the dates work will be done.

PROPOSED MODIFICATION: _____

LOCATION: _____

DIMENSIONS: _____

MATERIALS: _____

STYLE: _____ COLOR: _____

CONTRACTOR (Name & Address): _____

ANTICIPATED START DATE: _____

ANTICIPATED COMPLETION DATE: _____

ATTACH THE FOLLOWING:

1. Drawings, sketches, photographs, and or pictures of the proposed modifications.
2. Proof of Contractor's insurance that includes Market Street at Town Center Condominium as an additional insured entity.

I hereby certify that the information I have provided is accurate to the best of my knowledge. I further certify that, once approved, the proposed modifications will be installed according to the approved plans, schedule, and specification.

OWNER'S SIGNATURE: _____

DATE: _____

OWNERS ADDRESS IF DIFFERENT FROM CONDO PROPERTY ADDRESS:

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____

ACTION TAKEN: _____ Approved; _____ Additional Information Requested; _____ Denied

DATE: _____ SIGNATURE/POSITION: _____

IF ADDITIONAL ACTION REQUESTED, LIST: _____

DATE RECONSIDERED: _____

ACTION TAKEN: _____ Approved; _____ Denied

SIGNATURE/POSITION: _____