

CRTE APPLICATION FOR ALTERATIONS

Owner(s) Name(s): _____ Apt. # _____
Date Requested: _____ Date of Alterations: _____

Shareholders remodeling their unit must give a \$500 **refundable** deposit to the office along with all paperwork needed. Contractors and Shareholders are responsible for all damage occurred to either the exterior or interior of the building. When the job is completed and before the contractor leaves the premises the Manager or his designee will inspect the common areas and if no damage occurred the Shareholder will have the deposit returned.

NOTE: Please attach your \$500.00 refundable deposit to this application prior to forwarding it to the Management office.

I hereby request an approval to make alterations/improvements in the above apartment as follows:

The work to be performed by:
Company Name _____
Address _____
Phone Number _____

SHAREHOLDERS RULES FOR CONTRACTORS WHEN REMODELING:

This is in accordance with Article II, "Occupancy Agreement," and Section 20 "Repairs and Maintenance" in the "The Rules We Live By" and the Board of Directors recommendations:

I, the undersigned, agree to the following Rules:

1. Obtain a building permit (if required by the City of Fort Lauderdale to cover the above work, and that no other work will be done other than what is applied for.)
2. Only a contractor licensed in the State of Florida will be used for the job.
3. Work schedule will be coordinated with CRTE Manager Monday – Friday 8:00 AM - 4:00PM.
4. Install floor covering in accordance with Repair & Maintenance section of the Rules We Live By.
5. In the event a mechanics lien is filed against the building, I will promptly bond out said lien so that it will not constitute a lien on the building.
6. Every day, before any work begins, the contractor must cover the hallway floors with Masonite board, supplied by the building. The Masonite board must be picked up at the end of the work day by the contractor and returned to the Receiving area. If the contractor fails to comply, work will be stopped immediately and a fine may be levied to the Shareholder. The Shareholder will then have to be reimbursed by the contractor.

WORK IS NOT ALLOWED ON SATURDAY OR SUNDAY.

Signature of Owner(s) _____ Print Name(s) of Owner(s) _____

CRTE Manager: Approves Disapproves the above application. (Circle one)

CRTE Manager's Signature _____ Date: _____

3 Part Form: Copy # 1 – Building Manager/File Copy # 2 – Security Copy # 3 – Owner