

Covered Bridge at Barnes Mill Condominium Association Inc.
LANDSCAPING
Modification Request Form
Current: 3-18-18

Date of Application: _____

Homeowner Information

Name: _____
Unit # _____ Home# _____ Cell# _____
Email Address: _____

Modification Information (Use second page if additional space is needed)

Description of Modification: _____

Location of Modification: _____

Name of Contractor or indicate 'Homeowner Install': _____

All modification requests must be accompanied by the following documents (if applicable):

Check if Attached

1. Picture, brochure or architectural blue print required for modifications	
2. Copy of contractor's proposal or if 'Homeowner Install', list materials on page 2	
3. Copy of contractor's certificate of insurance (COI) and contact information (certification must include liability and w/c coverage and the Association must be listed as Additional Insured)	
4. Drawing of modification showing location and dimensions	

Your request will only be submitted for consideration if all required documentation has been attached. Requests are reviewed by the Landscape Committee and approved by the Board of Directors. Review and approval may take up to 14 business days, depending on the modification request. Missing or incorrect documentation may delay or nullify the approval process.

I ACCEPT FULL RESPONSIBILITY FOR ALL OF THE UPKEEP OF THE ALTERED AREA AND AGREE TO MAINTAIN IT IN GOOD AND SAFE CONDITION. I UNDERSTAND THAT THE ALTERATION MUST BE PERFORMED WITHIN 12 MONTHS OF DATE OF APPROVAL.

Homeowner Signature _____ Date: _____

Please send completed form and attachments to:
MAIL: Covered Bridge at Barnes Mill Association Inc.
4480 South Cobb Drive Ste H, # 114
Smyrna, GA 30080

- or -

EMAIL: hoamagnoliasbarnesmill@gmail.com

For office use only

Board Approval by: _____ Date: _____

Approved: YES _____ NO _____

Reason if not approved: _____

**Contact the Board of Directors if you have any questions:
EMAIL: hoamagnoliasbarnesmill@gmail.com**

Additional Modification Information (use space below for additional information)