

**MODIFICATION REQUEST - ARCHITECTURAL APPROVAL**

ASSOCIATION NAME: \_\_\_\_\_

HOMEOWNER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

Anticipated start date for Modification: \_\_\_\_\_

MODIFICATION IS TO THE: (check those applicable)

- |                                |                                    |
|--------------------------------|------------------------------------|
| _____ Exterior Appearance      | _____ Structural parts of the unit |
| _____ Common Elements, Limited | _____ Common Elements, General     |
| _____ Landscaping              |                                    |

DETAILED EXPLANATION OF THE MODIFICATION (Use additional sheets and/or attach sketches as necessary) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SPECIAL NOTES:**

1. Any additions or changes to the Common Elements must be approved by the Board of Directors.
2. Maintenance, repair, replacement, and insurance of any approved change is the responsibility of the Co-owner and subsequent Co-owners.
3. If any Co-owner fails to properly maintain any approved change, the maintenance will be done by the Association and assessed to the Co-owner.
4. Unauthorized changes may be removed by the Association and the cost of removal assessed to the offending Co-owner.
5. Notify management when the Modification is complete (810/715-5310).
6. In the event that during or after construction there is any injury incurred by an employee or guest as a result of the modification, the Co-owner will hold the Board of Directors, the Association, and Cummings Property Management, Inc. blameless.
7. In the event maintenance is necessary on Common Elements, all alteration and modifications may be required to be removed at Co-owner's expense to allow access for entry.
8. The Board of Directors retains the right to require Co-owner to maintain the modification to the standards of the Association as determined by the Board.

APPROVED \_\_\_\_\_

DATE: \_\_\_\_\_

UNAPPROVED \_\_\_\_\_  
\_\_\_\_\_

***While it is anticipated that most, if not all, requests for modifications will be approved, please do not begin your modifications until approval is received.***

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CO-OWNER'S SIGNATURE

**Send completed form to:**

Cummings Property Management  
6190 Taylor Drive  
Flint MI 48507  
Phone: 810/715-5310  
Fax: 810/715-5316

