

HORIZON TOWNHOUSES H.O.A.

Construction / Renovation/ Services Announcement Form

(*Please check ☒ one.)

1. Please choose: () Homeowner, () Tenant, () Other: _____

2. If tenant, when does your lease agreement expire? _____

3. Unit# _____

4. Owner or tenant Name _____

5. Address: _____

City, State/Province: _____ Zip Code: _____

6. Contact Number: _____ (Cell phone preferred but not necessary)

7. Email: _____

Date of service: _____

Service Provider Name: (Company or name) _____

Type of work to be performed: _____

Contact Number: _____ Email: _____

Name of each worker

Name: _____ Contact: _____

Name: _____ Contact: _____

Name: _____ Contact: _____

Name: _____ Contact: _____

Name: _____ Contact: _____

Name: _____ Contact: _____

*If you need to add more employee, please use the back of this form to write in or add a list of employees that will be working on this project.

I understand that I am to inform the Association or the Board of Directors or its managing agents for any construction, renovation, or any services or work that is to be performed within the Horizon Townhouses Homeowners Association. The Association requires this information so that it can share the information with other residents of the association. I also understand that the all parking stalls at the Horizon

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Townhouses are reserved and assigned parking spaces for each unit. And I will not use or park any of our vehicles on any parking spaces other than the one(s) that are assigned to the requester's unit.

I also understand that the Horizon Townhouses Homeowners Association, its Board of Directors, or the Managing Agent will not be held liable for any damages or injuries or deaths or any combinations that may occur with this service or work that will be performed. I further understand that the insurance policy of the Horizon Townhouses do not cover any privately performed work done inside the unit and any person associated with this project. Any contractor, or its employees will be covered by their business's Workman's Compensation Insurance Policy, or other insurance policy that may be provided by their company. If the work is done by the homeowner, he or she understands the Housing Insurance Policy only covers exterior of the building, and only for work approved by the Board of Directors. If the contractor, the service provider or the homeowner causes any damages to the building or other units or items of the building or common elements of the property, I understand that the service provider(s) and/or I will be liable for the damages caused and will pay or reimburse the Association or the unit owner in which the property is damaged or any bodily injury caused during this project.

I further understand that only during the following hours are allowed for any loud noise work to be performed. Besides the necessary noise that may be produced during any work, please do not make unnecessary noises. (For emergencies, please contact the Property Manager or any of the Association Board Directors as soon as possible.)

*Only loud noises which are necessary to complete the project are allowed during these allowable times. Other unnecessary noise such as not limited to shouting, singing, music, etc., that are considered unnecessary and may be disturbing to any neighboring units and tenants are not allowed.

Monday - Friday: 08:00am -6:00pm
Saturdays and Holidays: 10:00am -3:00pm
Sunday: Not allowed

With fully understanding these rules and the liabilities, I fully agree and sign this form. (Please sign and type your name to acknowledge and submit the form.

Signed this _____ [DATE]

Sincerely,

YOUR NAME

YOUR PHONE NUMBER

YOUR EMAIL

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