

Timber Glen Condominium Association, Inc.  
4301 Clubhouse Drive  
Mays Landing, New Jersey 08330  
Tel. (609)272-0884  
Fax (609)272-1390

**APPLICATION FOR EXTERIOR CHANGE BY UNIT OWNER**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

I hereby make application to the Board of Trustees for the following change to the exterior of my unit (Describe specifics of improvement and attach sketch if needed so that the Board can review your application in detail.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor's Name and Phone Number \_\_\_\_\_  
(Attach Contractor's Proposal and Certificate of Insurance.)

Date Work is to Begin \_\_\_\_\_

*(Note: No work is to begin prior to receipt of Certificate of Insurance from Contractor.)*

I understand that approval of this project does not waive the necessity to obtain Township permits or comply with applicable building or zoning codes and that failure to obtain necessary permits will automatically void this approval, if granted.

If this request is authorized and installed, the above described is the sole property of the unit owner requesting the approval. By executing this alteration, I accept all responsibility for its maintenance and good repair and certify that the work will be done by qualified personnel.

I understand that no work may begin on this until receipt of written approval from the Board of Trustees.

Signed \_\_\_\_\_, Unit Owner

Signed \_\_\_\_\_, Unit Owner

Dated \_\_\_\_\_

**For Board Use Only:**

Received by \_\_\_\_\_ Date Received \_\_\_\_\_

To Board/Committee \_\_\_\_\_ Date Reviewed \_\_\_\_\_

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Approved Subject to \_\_\_\_\_

Reason for Disapproval \_\_\_\_\_

Date Unit Owner Notified of Decision \_\_\_\_\_