



*The Carriages At Charleston Place
Homeowners Association*



***The Carriages at Charleston Place
Exterior Modification Application***

This form is to be used in accordance with all governing documents of the Carriages at Charleston Place. All modification requests must be submitted to the Management Company, reviewed by the ACC, and submitted to the Board for final approval.

I/We the undersigned residents of The Carriages at Charleston Place are applying to the Board of Directors for permission for the following exterior modification:

Date: _____ Phone: _____

Homeowner Name: _____

Address: _____

Application For:(Describe the project.)

Notes:

- The definition of "Exterior Modification", for this application is any work performed on an individual home that will affect property owned by the HOA: i.e. changes to the exterior of a building that may require a cost that would be paid by the members of the HOA during installation, maintenance or long term use. For the purposes of this application, the intent is the homeowner requesting this modification must be responsible for installation, maintenance or any possible damage caused by the modification.
- A refundable deposit may be required prior to commencement of improvement. This requirement will be determined by the ACC and the HOA Board.
- All implementations are to be performed in a workmanship like manner with the result being as safe, and professional as possible.
- The ACC, and the Board may require a waiver of liability by the homeowner, and/or contractor to relieve The Carriages at Charleston Place of any responsibility with regard to this modification.

Managed by:
Courtney & Courtney
4740 Flintridge Drive, Suite 201
Colorado Springs, CO 80918

Community Association Manager:
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I, the homeowner have requested the above referenced modification and understand that my improvement may require a deposit prior to improvement start. I also understand that I am responsible for any damage to the building resulting from or because of the improvement. When I move from this residence, I will be reimbursed, for any unused portion of the deposit.

I, the homeowner have requested the above improvement:

Homeowner: _____ Date: _____
(Signature)

Contractor: _____
Address: _____
Phone: _____
Contractor Representative: _____
(Signature)

1. Certificate of Liability Information

2. Workers' Compensation Information

We, the Directors of The Carriages at Charleston Place Homeowners Association, authorize this requested Exterior Improvement Application.

The required deposit was received
No deposit required

ACC Chairman: _____ Date: _____
HOA President: _____ Date: _____

Comments: _____

All exterior wall and roof penetration require a deposit for each improvement before construction start. This is to assist in the renewal for any damage to the residence resulting from this improvement or any subsequent related damage. This deposit will be held for the duration of the occupancy and any unused portion will be returned to the depositor and the liability will be transferred to the new owner.

In the event of a major accident incurring internal damage or major exterior wall damage, additional charges may be levied as appropriate.

All physical enhancements are the responsibility of the initial or secondary purchaser, who will have them maintained to the association standards. Any failure will result in repercussions including, but not limited to, denial of the application or repair by the association at the residence address.

Neither the Carriages At Charleston Place Homeowners Association nor the association officers assume any accountability for damages or injuries incurred during or any time following the implementation of any Exterior Improvements requested in this application.

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