
ALTERATION APPLICATION DIRECTIONS

1. ALL WORK/ALTERATIONS IN YOUR UNIT TO BE DONE BY LICENSED AND INSURED CONTRACTORS, WHETHER OR NOT YOU NEED A PERMIT FROM THE BUILDING DEPT.
2. YOUR APPLICATION MUST BE SUBMITTED 2 WEEKS PRIOR TO START DATE OF YOUR PROJECT AND MAILED TO AMERITECH COMMUNITY MANAGEMENT, US HWY 19, SUITE 102, CLEARWATER, FLORIDA 33763.
3. DO NOT START ANY WORK IN YOUR UNIT UNTIL YOUR APPLICATION HAS BEEN APPROVED BY THE BOARD OF DIRECTORS.
4. YOUR CONTRACTOR MUST FOLLOW THE CONTRACTOR RULES WHICH ARE ATTACHED TO THE APPLICATION.
5. PLEASE SUBMIT A COPY OF YOUR CONTRACTORS PROOF OF INSURANCE WITH YOUR APPLICATION.
6. THE ALTERATION APPLICATION AND THE CONTRACTORS RULES, ALONG WITH THESE DIRECTIONS, ARE AVAILABLE IN GEORGE'S OFFICE.

**PRELUDE 80 BOARD OF DIRECTORS NOTICE
REPLACEMENT/ALTERATION APPLICATION**

Owner Name: _____ Date: _____

Address _____ Phone: _____ Email: _____

This form and prior Board approval is required for any replacement or alteration in your Unit.

INTERIOR: _____ Electrical _____ Cabinets
(check all that apply) _____ Plumbing _____ Wall removal/replacement
_____ Flooring _____ Other: _____

EXTERIOR: _____ Balcony _____

Please fully describe your requested project:

PLEASE ATTACH PHOTOS; DIAGRAMS OR SKETCHES WHICH ARE NEEDED FOR APPROVAL

City of Clwtr. Permit #: _____ Date Issued: _____

Contractor Name _____

License # _____ Phone # : _____

HOMEOWNER'S AGREEMENT

If approval is granted, it is not to be construed to cover any state or local government code requirements. A Building Permit from the appropriate building department is needed on some alterations and/or improvements. Any applicable permits must be obtained and posted and a final inspection must be completed by the appropriate agency. Prelude 80 Condo Association and its agents, shall have no liability or obligation to determine whether such improvements or alterations comply with applicable law, rule, regulation, code or ordinance. The current and subsequent unit owners hereby assume sole responsibility for the repair, maintenance and replacement of any such change or alteration. The unit owner shall be liable for debris removal and any and all damage or liability caused by them or their contractors to any common elements, including landscaping, neighboring units, or any other property so damaged. THERE IS A MINIMUM \$300 REFUNDABLE DEPOSIT REQUIRED FROM THE OWNER TO COVER ANY DAMAGE DONE BY OWNER OR OWNERS CONTRACTOR. Any change or deviation from the approved specifications or projects not started within 180 days after approval has been granted must be re-submitted in writing and approval obtained prior to implementation. IT IS THE OWNERS RESPONSIBILITY TO MAKE SURE THAT THE CONTRACTOR AGREES AND UNDERSTANDS PRELUDE 80 RULES RE: OUTSIDE CONTRACTORS WORKING ON THE PREMISES. RULE SHEET ATTACHED.

Owner's Signature _____ Date: _____

MAIL: Ameri-Tech (Scott Vignery)
US Highway 19 North, Suite 102
Clearwater, Fl 33763
Phone: 727-726-8000 ext. 24701 Fax: 727-723-1101

-----ASSOCIATION USE-----

Approved _____ Denied _____ Conditions _____

Board or Committee Member Signature _____ DATE: _____

Permit Posted: _____ Final Inspection Date: _____ By: _____

PRELUDE 80

CONTRACTORS RULES

1. The Maintenance Manager (George Krupa) must be notified prior to any work beginning. Prelude 80 office (727) 443-7737.
2. Work hours: 8am-6pm. No work is allowed on Saturday, Sunday or Holidays.
3. Move In/Out: 8am-6pm. No work is allowed on Saturday, Sunday or Holidays.
4. You must use the freight elevator ONLY for moving materials IN and OUT. You must request the Maintenance Manager to pad the elevator
5. Contractors and movers must cover the flooring from the unit they are working on to the elevator.
6. The flooring from the elevator to the unit you're working on must be cleaned at the end of every workday.
7. Hallways may not be used as work areas or for staging of your project materials.
8. Contractors must remove all debris generated from the project
9. Contractors must use the Service Entrance ONLY.
10. Do not overload the elevator (not to exceed the 1500 pound limit)
11. Contractors may use the metal shopping carts only. (as needed)
12. You must be a Licensed Contractor to work in Prelude.
13. You must return the entrance Key or FOB to the owner at the end of each day
14. Service entrance doors should be closed and locked after you have brought tools, supplies, furniture or anything else into the building.
15. At the end of each day contractor and owner must ensure the service entrance doors are closed and locked.