

**Work Intent
(Required for Projects Costing Over \$500)**

Name: _____ Unit #: _____ Phone: _____

Est. Start Date: _____ Est. Completion Date: _____

Contractor: _____ Phone: _____

Address: _____

License #: _____

Insurance Carrier _____

Liability & Worker's Compensation Limits: _____

Permit Required: Yes / No Permit #: _____

Description of Work Intent (use additional page(s) if necessary):

- Board approval required for flooring, windows and sliding glass doors
- Submit floor sample and sound suppression material to Board
 - Obtain specs for windows and sliding glass doors from the Board

Submit form to Board ASAP prior to estimated start date

Owner Signature: _____ Date: _____

Board Approval: _____ Date: _____

NOTE: Review Contractor Guidelines before starting your project