

**VILLAGE GREEN HOMEOWNER'S ASSOCIATION
PROPERTY MODIFICATION REQUEST**

OWNER _____ DATE _____

PROPERTY ADDRESS _____ PHONE # _____

DESCRIPTION OF PROPOSED CHANGE: (ONE PER REQUEST FORM)
PLEASE INCLUDE SIZE, COLORS, MATERIALS, ETC.

NAME & ADDRESS OF CONTRACTOR: _____

SKETCH PROPOSED CHANGE BELOW OR ATTACH DRAWING:

SHOULD THE ABOVE MODIFICATION DIRECTLY AFFECT YOUR NEIGHBOR, THEIR
SIGNATURE OF APPROVAL AND UNIT NUMBER IS REQUIRED BELOW.

NEIGHBOR _____ NEIGHBOR _____

BOARD OF DIRECTORS

MEMBER _____ DATE _____

MEMBER _____ DATE _____

MEMBER _____ DATE _____

MEMBER _____ DATE _____

MEMBER _____ DATE _____

REQUEST APPROVED: YES/NO _____

NOTE: AGGRIEVED PARTIES REFER TO SECTION 8.2 OF THE DECLARATION FOR THE RIGHT
TO APPEAL CLAUSES

PLEASE FAX COMPLETED FORM TO LANDAN MANAGEMENT SERVICES AT (610) 369-2750 OR
MAIL TO P.O. BOX 328 BOYERTOWN, PA 19512.

PLEASE NOTE: THE VILLAGE GREEN HOMEOWNER'S ASSOCIATION IS NOT RESPONSIBLE
FOR OBTAINING ANY PERMITS REQUIRED BY THE TOWNSHIP OR OTHER GOVERNING
BODIES.

UPON THE COMPLETION OF ANY WORK FOR WHICH APPROVED PLANS ARE REQUIRED UNDER ARTICLE 8 OF THE DECLARATION, THE OWNER SHALL GIVE WRITTEN NOTICE OF COMPLETION TO THE ASSOCIATION FOR REVIEW BY THE ASSOCIATION AND/OR ARCHITECTURAL COMMITTEE.

PLEASE COMPLETE THE BOTTOM OF THIS FORM AS YOUR WRITTEN NOTICE OF COMPLETION. MAIL FORM TO:

VILLAGE GREEN HOMEOWNERS ASSOCIATION
P.O. BOX 328
BOYERTOWN, PA 19512

**VILLAGE GREEN HOMEOWNER'S ASSOCIATION
NOTICE OF COMPLETION**

OWNER _____ DATE _____

PROPERTY ADDRESS _____ PHONE# _____

DESCRIPTION OF COMPLETED CHANGE: (ONE PER FORM)

THIS PORTION IS TO BE COMPLETED BY THE VGHOA AND/OR ARCHITECTURAL COMMITTEE

DATE RECEIVED _____

DATE INSPECTED _____

WORK COMPLIES WITH APPROVED REQUEST AND/OR GUIDELINES YES / NO

INSPECTED BY _____
SIGNATURE _____