

Summerfield at Taft Hill

Resident Work Request

(This form may be typed and submitted to the Summerfield Board of Trustees (BOT) by email: summerfieldbot@gmail.com or fill out by hand and drop it off in the "green box" located in the mailroom)

Date of Request:

Unit Owner Name / Address:

Description of work request:

Who will be doing this work: You _____ Other _____ Neighbor _____ Contractor _____
(check all that apply)

Other/Neighbor or Contractor, provide their name below:

(It is recommended that owners verify that contractors are licensed and insured.)

Generally, any work to be performed within one's limited common element area (LCE) or common element area (CE) will be reviewed by the Summerfield Grounds Committee who makes a recommendation to the Board of Trustees (BOT) who then ultimately decide approval or disapproval.

Re-staining of decks, porches, shutters and doors the same color as currently exists does not require a work request be submitted. **Remember, if in doubt always submit a Work Request to the Board of Trustees (BOT).**

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Provide any supporting documentation: i.e., landscape diagram, photo (new front door or a new exterior light fixture, color swatches for any new color (ex. new deck color, new front door color), etc. related to your work request.

