



Corona Beach
Residential Community & R.V. Park.
SINCE 1954

FOR OFFICE USE	
APPLICATION #:	
DATE REGISTERED:	

CONSTRUCTION/REPAIR NOTICE

This form and supporting drawing or sketch to be submitted for approval only when extending building area, rebuilding, or any other type of addition; please let management know of any changes not expressed on a previous notice. Please allow 5 working days on projects subject to approval, if no response within this time span project was denied as presented.

For a list of approved contractors available contact management. Trash and debris generated in the project is your responsibility, please have your contractor take care of this for you.

Tenant's Name: _____

Space #: _____

I hereby notify administration of my intention to have the following work done at my site:

- Painting
 Electrical
 Doors and windows
 Plumbing
 Interior Remodeling
 Kitchen
 Bathroom
 Floors
 Roof
 Additions **
 Sundeck **
 other

** Requires management approval. Must attach a sketch of the proposed works.

If construction or remodeling specify type of materials for walls:
 Brick
 Lumber
 Metal

DETAILED DESCRIPTION OF THE PROPOSED WORKS (use additional sheet if needed):

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ESTIMATED COST OF THE WORKS IN USD.	
Labor:	_____
Materials:	_____
Total:	_____

DURATION OF THE WORKS	
Estimated duration of site works (in days):	_____
Intended date to start work? (date)	_____
Contractors Name:	_____

* No works should be in progress without notice after the estimated dates. Please, demand a professional work ethic from your contractor.

I hereby state that the above information is true and accurate.	
Signed:	_____
Date:	_____

FOR OFFICE USE:	
OBSERVATIONS:	
APPROVAL:	

Fill in and submit to office. Management is in charge of reviewing projects and seeing if they meet our guidelines. ONLY Management will give approvals.