

The Venice Avenue Condominium Association, Inc.

c/o RealManage
333 Tamiami Trl. South Suite 217 Venice, FL 34285
Send completed form to: veniceav@ciramail.com

Project Authorization Form Requiring Board Approval

Unit # _____ Owner(s) Name(s): _____

Phone: _____ Email: _____

Signature: _____

City Of Venice Permit Required & Florida Licensed Contractors are Required:

Entry Door(s): Areas: _____ Type: _____

Screen Door(s): Areas: _____ Type: _____ (Needs Board- not City approval)

Sliding Glass Doors: Areas: _____ Type: _____

Window(s): Areas: _____ Type: _____

Hurricane Shutter(s): Areas: _____ Type: _____

Lanai Shades: Areas: _____ Type: _____ (Needs Board - not City approval)

Major Plumbing: Areas: _____ Work To Be Done: _____
(Plumbing permit required)

HVAC: Size & Type: _____ Work to Be Done: _____

Hot Water Heater: Type: _____

Major Electrical: Areas: _____ Work to Be Done: _____
(Electrical permit required)

Flooring: Areas: _____ Type: _____ (Needs Board - not City approval)

Other: _____ Details: _____

Note:
Prints and specifications (copy of contractor's proposal) **must be submitted to our Property Management Company** with this application and must conform to the current City Of Venice Building Codes.

Property Management Company will then submit to the Board Members for approval by Board Members via email. Approval will be sent to the owner via email.

Authorization Request Form for Projects Requiring Board Approval

*Unit Owner must provide the following information and receive approval **before** the project begins. *

Hours For Performing Work:

Please remember that when using contractors or doing work yourself:

- Work must be performed between 8:00am and 5:00pm Monday through Saturday unless there is an emergency.
 - No work is permitted on Sundays or holidays unless there is an emergency.
 - If unit owner performs the work, the same restrictions apply.
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Licensed Business Contractor's Name: _____

Contractor Name: _____ Florida License # _____

Contractor's Phone# _____ Anticipated Project Begin Date: _____

Signature of President, The Venice Avenue Condominium Association: _____

The Unit Owner is required to submit a completed Projects Authorization Form and a complete set of all supporting documents, including, but not limited to, drawings, plans, specifications, and survey, for any proposed construction and/or maintenance activity to be performed within the Unit. The Board of Directors may also require such additional information as reasonably may be necessary for the Board of Directors to completely evaluate the proposed construction and/or maintenance activity.

If any construction and/or maintenance activity is commenced, performed or completed without prior review and written approval by the Board of Directors or performed in a manner that does not comply with any approval granted by the Board of Directors, then the Owner shall, upon demand by the Board of Directors, immediately remove, or cause to be removed, any improvement arising out of such construction and/or maintenance activity and shall bear all costs and expenses associated therewith, including any investigative or consultant's costs and reasonable attorney's fees incurred by the Association in investigating and identifying any noncompliant work and enforcing the Rules and Regulations and Declaration of Condominium to bring such work into compliance.