

Westchester Place Homeowner Association
c/o Associa Chicagoland
50 East Commerce Drive, Suite 110
Schaumburg, IL 60173
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Email: helpmechicagoland@associa.us

EXTERIOR DOOR Modification Request Form

The front entrance door/s of a unit or the rear door of an Ashton model may be replaced with a door that is of the exact same dimensions and style of the current door with a window of the exact same dimensions as the current window. (Often referred to as half-lite models). The window of the front entrance door may be of etched glass of the same design as exists on the other units. The new door shall be painted with a primer and then a coat of paint that is the exact same color as the door being replaced. Any new hardware shall be of a similar style as the hardware that is being replaced.

I request approval to replace a door on my unit at (address) _____

As follows: (specify the door to be replaced) _____

Attached is the contract or invoice which includes the information showing compliance with the specified conditions. I agree to comply with the requirements stated above.

The installation shall be professionally done. A Certificate of Insurance from the contractor (with the Association named as additionally insured) should be provided with this completed form.

Signed: _____

Print Name: _____

Date Submitted: _____

Date Received by Associa: _____

Return this completed form and attachments to Associa at the address printed at the top of this page

ACC Approval: _____

Date Received by ACC: _____

Date Approved: _____
