

Westchester Place Homeowner Association
c/o Associa Chicagoland
50 East Commerce Drive, Suite 110
Schaumburg, IL 60173
Phone: 847-490-3833 Fax: 847-490-9807

Email: helpmechicagoland@associa.us

MISCELLANEOUS EXTERIOR CHANGE Modification Request Form

The installation of any exterior elements (i.e. motion spot lights) must be approved prior to installation, and may be required to be removed when the unit transfers. (Motion/security spot lights should not disturb neighbors with location or duration). Repair of any damage from the installation of an exterior element shall be the responsibility of the unit owner.

The installation of any exterior element shall be professionally done with a Certificate of Insurance from the contractor with the Association named as additional insured.

I request approval to install _____
on my property at _____

I agree to comply with the above stated provisions and have included the following:

_____ A description of the work being considered.

_____ A drawing/sketch that reflects the descriptions and specifications listed above.

_____ A copy of the agreement with contractor (if used) which includes the above provisions.

_____ A Certificate of Insurance from the contractor (with the Association named as additionally insured)

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: _____