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PLACC

**Wentworth Place, A Condominium**

**Unit Owners' Association
Application for Renovation**

Request for renovations must be submitted to Management a minimum of thirty days to the start date for Board review.

Unit No. Date of request

Owner name: ; Tel. #: (H)/(W)/ (Cell)

Owner email: Dates of Renovation

Contractor Name Contractor cell number

Copies of license and insurance information must be attached.

Are permits required for your renovations? Yes No If yes, please attach.

I have read and understand the Renovation policy. Yes No

Elevator date being requested

Requester's name and signature:

**Mail to:**

Gates Hudson Community Management LLC 3020 Hamaker Court, Suite **300**

Fairfax, VA, 22031-2220

Attention: Amir Greene - Portfolio Manager

For Internal Use:

Application fee- check number Security Deposit check number

Elevator reservation date/time approved by management