



Plymouth Township, Michigan

CO-OWNER MODIFICATION REQUEST FORM

Pursuant to the River Bend Condominium Association Bylaws, Co-owners are required to secure written approval from the Board of Directors before: (1) altering the exterior appearance of a Unit; (2) making structural modifications to a Unit; or (3) making changes in any of the General and Limited Common Elements of the Condominium Project.

Co-owners wishing to make any of these changes are required to complete this form and submit it for approval to the Board of Directors, in care of MC Property Service, P.O. Box 530187, Livonia MI, 48153 before commencing any such alterations or modifications. Please clearly and legibly complete this form in its entirety, sign and date where indicated, and submit with any necessary attachments.

Once submitted, this form shall be reviewed by the Board of Directors or its authorized agent, and you shall be notified in writing of the Association's decision. Even if your modification or alteration is approved, you may also be required to execute a separate agreement, to be recorded with the Wayne County Register of Deeds. If a recordable modification agreement is required, you may **not** proceed with the modification or alteration until signing that separate agreement.

Co-owner Name: _____

Unit Address: _____

Off-Site Address: _____

Home Phone No.: _____

Cell Phone No.: _____

Email Address: _____

Please check all areas the proposed modification/alteration will affect:

_____	General Common Elements	_____	Landscaping
_____	Limited Common Elements	_____	Exterior Appearance
_____	Structural Components	_____	Other

You must submit drawings for any requested modifications or alterations. The scale of the drawing should reflect that one-half (1/2") inch equals one (1') foot. Please list any manufacturer names, styles, colors, quantities, sizes, and materials.

Description of Modification/Alteration:

Contractor Name: _____

Contractor Address: _____

Contractor Phone: _____

Contractor Email: _____

CONDITIONS/REPRESENTATIONS

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING.

1. The information contained herein is true to the best of my/our information, knowledge, and belief.
2. I/We shall execute a recordable modification agreement if so required by the Association.
3. I/We shall strictly comply with the plans and specifications submitted to and approved by the Association. I/We shall seek prior written approval for any variances from the approved modification/alteration.
4. Any and all contractors utilized for the construction, installation, or maintenance of the modification/alteration shall be licensed and insured.
5. I/We shall comply with all Federal, State, and Local laws, ordinances, and regulations, and I/We shall be responsible for obtaining any permits at my/our expense.

6. I/We shall be responsible for the costs of constructing, installing, and/or making the modification/alteration.

7. I/We accept responsibility for any and all damages to the Common Elements or Units caused by constructing, installing, repairing, removing, and/or maintaining the modification/alteration.

8. I/We shall be responsible for promptly and properly maintaining the modification/alteration in a reasonable, attractive, and safe condition, and shall undertake any and all maintenance or repairs as directed by the Association. If I/we fail to comply with the Association's directives, I/we grant Association permission to maintain, repair, and/or remove the installation at my/our expense and assess me/us the costs under the Condominium Bylaws.

9. I/We shall advise any and all successors, assigns, grantees, and/or purchasers of the responsibility to maintain and/or repair the modification/alteration.

10. I/We shall be solely responsible for insuring the approved modification/alteration and shall provide a copy of said insurance to the Association upon request.

11. I/We agree to indemnify, defend, and hold harmless Association and MC Property Service, LLC, their officers, directors, employees, agents, and representatives from and against any and all damages or injuries to persons or property incurred as a result of the construction, installation, maintenance, repair, and/or removal of the modification/alteration.

12. I/We grant access to Association and/or its contractors to remove or cause to be removed all or any portion of the modification/alteration in order to maintain, repair, and/or replace any plumbing, water line, water line valves, water meter, sprinkler system valves, or any other Element that must be accessible to service the Common Elements or any Element which affects an Association responsibility in any way. I/We further understand that, if the Association is forced to gain access pursuant to this Paragraph, the Association shall not be responsible for any monetary damages of any sort.

13. The relocation or modification of any sprinklers heads or any sprinkler lines of the General Common Element irrigation system shall only be conducted by the Association's sprinkler contractor at my/our expense.

14. All trash and debris created during the construction or installation of the modification/alteration shall be removed from the Condominium Project on a daily basis. No building materials, equipment, or trash containers used during the construction or installation of the modification/alteration shall be stored on the Common Elements without the written consent of the Association.

15. Any approved modification/alteration shall be completed within one (1) year of date of Association Approval. The Association reserves the right to revoke its permission if the approved modification/alteration is not completed within One (1) year, as determined in the sole discretion of the Association.

16. I/We understand that if I/we breach this document, or any recorded modification agreement, we shall be responsible for any and all attorney fees incurred by Association relating to or arising out of said breach.

Co-Owner Signature

Date: _____

Co-Owner Signature

Date: _____

To Be Completed by Association:

_____ **APPROVED**

_____ **NOT APPROVED**

RECORDABLE MODIFICATION AGREEMENT:

_____ **YES**

_____ **NO**

Signature of Association Representative

Date: _____

Explanation: _____

