



**OLIVEDALE HOME OWNERS ASSOCIATION
APPLICATION ALTER COMMON PROPERTY:
SCREENING COURTYARD GATE**

NAME OF OWNER

UNIT NO DATE OF APPLICATION

TELEPHONE E MAIL.....

General Terms and Conditions

1. Application for any change to the Village is to be made in writing.
2. The Directors reserve the right to decline any application.
3. No work may commence before an application has been approved in writing.
4. The application must include a site plan of the unit clearly showing the proposed positioning of the installation/change in relation to the unit, road and neighbouring units.
5. A written quotation for the work must accompany the application.
6. The installer must be a reputable company with staff qualified to do the work.
7. Specifications for the installation/change must be included in the submission and must conform to the laid down requirements in the Village. If possible, a colour brochure from the supplier and/or photographs must be included with the specification.
8. The applicant understands that if the installation/change does not conform to the specifications approved in this application, the Directors can issue an instruction for the removal of the structure and reinstatement of the unit to its original state at the owners cost.
9. Although the installation/change will be erected on common property, the applicant undertakes to maintain the installation/change at their own cost and the Directors reserve the right to take any action that may be necessary if this is not done.
10. Any damage to the existing structure or common property caused by the installation, or attributable at a later stage to the existence of the installation, must be immediately repaired by the owner, at their cost.
11. Insurance of the installation is the responsibility of the owner and the premiums arising therefrom will be for the owner's account.
12. It is the responsibility of the owner, should they sell the unit, to ensure that the purchaser is aware of the conditions of this application.

Specific Terms and Conditions

13. The following systems may be used: Slats, shade cloth, Perspex
14. Slats must conform to the following specifications:
 - a. Slats must be the same thickness as the pickets
 - b. Slats to be attached to the metal frame with self-tapping screws
 - c. Slats may not protrude beyond the metal frame of the gate
 - d. Between 6mm and 10mm must be allowed between the slats and the existing pickets
 - e. Slats must be painted with black creosote to match the existing pickets

15. Shade cloth must conform to the following specifications:

- a. Shade cloth must be 90% density and black in colour
- b. Shade cloth must cover the entire opening of the metal frame except the section needed to open the latch. No gaps or different coloured weave must be visible from outside the courtyard
- c. It is the owner’s responsibility to remove and replace the shade cloth when picket fences are repainted. Any damage to the pickets as the result of affixing shade cloth will be for the owners cost.

16. Perspex must conform to the following specifications:

- a. Perspex must be black in colour and preferably mat.
- b. Perspex must cover the entire opening of the metal frame except the section needed to open the latch. The Perspex sheet may not protrude beyond the metal frame.
- c. It is the owner’s responsibility to remove and replace the Perspex when picket fences are repainted. Any damage to the pickets as the result of affixing Perspex will be for the owners cost.

By signing this application form, the applicant acknowledges having read, understood, and accepted the General and Specific Terms and Conditions associated with this application.

Applicant Signature..... Date.....

Application Approved Declined

Signatures

Chairman Infrastructure Committee Date.....

Chairperson Aesthetics Committee..... Date.....

General Manager Date.....

Comments

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Checklist

- Signed Application
- Quotation from supplier installing
- Specifications

Inspection

- Installation satisfactory
- Inspected by:
- Signature:
- Date: