



# APPLICATION SKYLIGHTS

NAME OF OWNER .....

UNIT NO ..... DATE OF APPLICATION: .....

TELEPHONE ..... E MAIL.....

## Specific Terms and Conditions

1. Applications are evaluated based on the aesthetic appearance. A picture of the skylight should accompany this application.
2. The skylight should be suitable for tiled roofs.
3. Waterproof seals should be placed against the tiled roof. Any damage caused by a leak in the roof due to the installation of the skylight will be for the account of the owner.
4. The skylight must be approved by the owner's insurer.
5. The skylight should be reasonably resistant to hail.
6. Only the 500mm OR 700mm skylights may be installed. Mixing the two sizes is not permitted.
7. The colour of the skylight must match the colour of the roof tiles.
8. The skylight should be installed by a contractor who complies with the Occupational Health and Safety Act (Act No 85 of 1993) and regulations, and who is registered and in good standing with the Compensations Commissioner.
9. The contractor shall report to the Village Manager before commencing any installation work.
10. All maintenance work, including the repainting the base, will be done by the owner.
11. A skylight is a permanent fixture and cannot be removed on evacuation sale of the Section.
12. By signing this application form, the applicant acknowledges having read, understood, and accepted the General Terms and Conditions associated with this application.

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

<b>APPROVED</b>	<b>DECLINED</b>
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General Manager Signature ..... Date .....

Chairman I and A Committee ..... Date .....

**Comments:**

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**Checklist**

- 1. Signed Application
- 2. Site plan of unit with proposed positioning
- 3. Written quotation from approved supplier
- 4. Specifications and visual included
- 5. Supplier complies with Act and regulations

**Inspection**

Installation satisfactory

Inspected by: ..... Date: .....

# ALL APPLICATIONS: GENERAL TERMS AND CONDITIONS

The following **General Terms and Conditions** apply to **all** applications for changes and additions to the common areas of Olivedale Retirement Village:

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. The conditions of this application must be accepted in writing by any future purchaser of the Section before the Clearance Certificate is issued by the ORV.

Signature of Owner: ..... Date: .....