# RENOVATION GUIDELINES

**The following policy has been passed by the Board of Directors in accordance with the Bylaws of the Condominium Corporation No. 0011969 known as Emerald Park Condo Corp**

Guidelines are needed to protect the value and safety of the property. In order to accomplish this, any additions, alterations or modifications to the interior of a unit must meet the following criteria:

- The unit owner must have written approval from the Board of Directors before any project is undertaken;

- The unit owner must use licensed, bonded and insured contractors/trades- please include the name of the contractor/trade and provide proof of their WCB and liability insurance coverage;

- The unit owner must comply with the bylaws of the corporation particularly where noise is concerned, any excessive or noisy work resulting from the use of equipment will not be permitted during early morning before 9:00am or evening hours after 6:00pm;

- The unit owner must arrange the off-site disposal of all excess materials – disposal in the common area garbage bin is not permitted;

- The unit owner upon request will provide the Board of Directors with a letter from the contractor/trade certifying that any work done is certified and in compliance with all applicable building and safety codes. The owner of the unit is responsible for the conduct of their trades and any damage caused to the common area. Any damages to the common area or infractions of the bylaws or rules and regulations of the condominium will result in a charge to the unit owner;

- Individuality is appreciated and encouraged however, to ensure quality standards and to protect the interest of all owners; these guidelines will be strictly enforced. In all cases, if any owner is in violation, then the Board of Directors may choose at its discretion, to withdraw their approval, or correct any substandard work and charge the costs back to the unit owner.

**The unit owner also agrees to the following terms as evidence by signing below:**

- I/We shall make the installation at my/our expense and at my/our risk;
- I/We agree that the Condominium Corporation shall not be responsible for maintenance or maintenance costs for the installation, and any damages either current or in the future done particularly to the in floor heating system and that these responsibilities and costs shall be borne entirely by myself/ourselves;

- I/We agree that this undertaking is an indemnity that is both real and personal, and as such is binding on me/us, on my/our estate and on any subsequent owner of the property;

- I/We agree that the installation must be completed within thirty (30) days of the approval date.

I/We agree to the above conditions.

Date: _____

Full Address: _____

Print Name: _____

Signature: _____

Witness: _____