

**WAILEA EKAHI AOA
APARTMENT ALTERATIONS MANUAL
SECTION F: FORMS & REFERENCES**

1. APPLICATION FOR APPROVAL TO ALTER APARTMENT FORM

1.0 To be completed by Apartment Owner:

Apartment Number: _____ Application No. _____

Apartment Owner Name: _____

Telephone: _____ Fax: _____ E-Mail _____

I (we) propose to make the following alterations :

Preliminary drawings/Architectural Plans Attached YES__ NO__
Proposed start date _____ Proposed Completion Date: _____

2.0 To be completed by General Manager:

The proposed alteration is a: Minor Alteration _____
 Major Alteration Category I _____ Major Alteration Category II _____

Construction Deposit Fee received \$ _____

Ekahi's Architect Evaluation:
 Required Yes _____ No _____
 Obtained Yes _____ No _____

License agreement for common area use:

Required

Yes _____ No _____

Obtained

Yes _____ No _____

Architect prepared Plans Required

Yes _____ No _____

Copy of Plans provided to Association

Yes _____ No _____

3.0 Apartment Owner and Contractor / Agents shall comply with the following:

- 3.1. No work of any kind including but not limited to painting, re-carpeting, cabinet replacement, etc. shall begin prior to receipt of appropriate Approval.
- 3.2. Noisy work requires 30 days prior notice to neighboring apartments.
- 3.3. Construction Hours are limited to Monday through Friday 8:00 AM to 5:00 PM. No work on Federal holidays
- 3.4. Consumption of Alcoholic Beverages by contractor or agents is not permitted in the Unit or in Common areas.
- 3.5. Pets shall not be permitted in the Unit or in Common Areas during the Construction period.
- 3.6. Contractor or Agents family and employees are not permitted to use pool or other common area facilities.
- 3.7. Licensed Contractor shall be engaged to perform any changes to electrical wiring and plumbing work and to secure necessary Maui County Building Permits.
- 3.8. Common Area Courtyards, Landscaped Areas and Automobile Parking Surfaces shall be kept clean at all times. Contractor at his cost shall remove from Ekahi Property all debris on a regular basis.
- 3.9. Playing of radios causing noise beyond the confines of the Apartment Owner's Unit is not permitted.
- 3.10. Construction related equipment shall be operated within the confines of the Apartment Owner's Unit. Noise generating equipment should be operated only when doors and windows are in a closed position.
- 3.11. General Manager shall have the authority to eject any worker considered to be in violation of House Rules.

4.0 Policies, Procedures and Standards for Apartment Alterations:

Apartment Owner understands, accepts and agrees to comply with all policies, procedures and standards contained in the "Wailea Ekahi Association of Apartment Owners Apartment Alterations Manual".

5.0 Restrictions and Liability Agreement:

Apartment Owner understands, accepts and agrees to save the Wailea Ekahi Association of Apartment Owners harmless from all damage suits and costs arising from the alteration of the Apartment Owner's Unit and from liability from injuries suffered by any employee or person whomsoever, and further that remedy of any damages to buildings or common area arising from the proposed alteration shall be the responsibility of the Apartment Owner or Apartment Owner's Agent whose signature is provided below.

This agreement shall bind the Apartment Owner whose signature is provided below and their respective successors and assigns. This agreement shall be filed in the Apartment Owners file in the Association office. The present Apartment Owner shall notify any future owner of this unit that the future owner shall be bound by the contents of this agreement.

6.0 I Have Read, Understand, Accept and Agree to the Conditions of this Agreement:

Apartment Owner's Signature: _____ Date _____

Print Apartment Owner Name: _____ Unit _____

Apartment Owner's Agent: _____ Unit _____

Contractor's Signature: _____ License # _____

7.0 Wailea Ekahi AOA Approval

General Manager approval: Yes _____ No _____ Date _____

Building & Site approval: Yes _____ No _____ Date _____

Board of Directors approval: Yes _____ No _____ Date _____

8.0 Inspections

The proposed alteration has been inspected and, to best of my knowledge and belief, appears to have been completed in accordance with approved plans:

_____ Date _____

General Manager

END of Application Request

Form AM1