

# Sunset Harbour Condominium Association, Inc.

c/o Monarch Association Management, Inc.  
500 Alternate 19 South • Palm Harbor, FL 34683  
(727) 204-4766 • admin@monarcham.com

Name \_\_\_\_\_

Address \_\_\_\_\_ Unit \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## PROPOSED ALTERATION:

1. Describe the alteration to be considered.
2. Attach a copy of the preliminary construction drawings for the improvement(s). For improvement(s) that require a building permit, attach a copy of the construction documentations, which will be submitted to the Pinellas County Building Department.
3. Attach a dimensioned site plan with the proposed alteration(s).
4. Contractor must submit a copy of license and insurance with application.
5. All copies of permits must be submitted to the Association.

Contractor \_\_\_\_\_ License # \_\_\_\_\_

Start Date \_\_\_\_\_ To Be Finished By \_\_\_\_\_

Remarks \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*This form is to be submitted along with the documents submitted to the Pinellas County Building Department (if applicable). These will be copied. The original will be filed in the office with a copy returned to you. By submitting this Application, the applicant agrees that upon approval, the alteration(s) will be completed, without variation, from the approved plan(s).*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

.....  
( ) APPROVED

Date \_\_\_\_\_

( ) DISAPPROVED

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title