

CHAMPIONS CLUB CONDOMINIUM ASSOCIATION

Instructions to co-owner: Fill out form and submit it to a Board Member or place it in the Dropbox

CO-OWNER

MODIFICATION, REPLACEMENT, AND MAINTENANCE REQUEST FORM

DATE: _____

Co-owner Name: _____

Co-owner Address: _____

Contact Phone: _____ Day _____ Evening

Co-owner Signature: _____

ISSUE:	_____ (select one)	_____ (select one)
	_____ EMERGENCY	_____ BUILDINGS
	_____ MAINTENANCE	_____ GROUNDS
	_____ MODIFICATION	
	_____ REPLACEMENT	

DESCRIPTION OF DAMAGE, PROBLEM, MODIFICATION OR REPLACEMENT REQUESTED

(Co-owner, please provide specific details.)

☐ APPROVED
Board of Directors
Signature(s) _____

Date _____

☐ NOT APPROVED
Signature(s) _____

Date _____

Explanation _____

Proposed action and timeframe for request _____
