



WENTWORTH STANDARD CONDOMINIUM CORPORATION NO. 381  
RENOVATION DISCLOSURE & APPROVAL FORM

As per the Declaration Article IV Item (H)

- (h) Alterations to Units and Common Elements – No owner shall, without the prior consent in writing of the Board:
  - (i) Make any structural change or alternation in or to his Unit, including the removal and installation of toilet, bathtub, sink, heating, air conditioning, plumbing or electrical installation contained in or forming part of his unit.

As Property Managers for the above-noted Condominium Corporation and on behalf of the Board of Directors, we require that you provide a scope of work for Board review for approval.

You may proceed when your request has been approved by the Board. This based on the forwarded information, plans being accurate, and the contractors noted having all the required WSIB coverage and liability insurance.

**Prior to any work commencing, you must provide the Board with a signature agreeing to the terms below.**

1. The owner will be liable to ensure all required permits are obtained with respect to electrical, plumbing and building codes.
2. All costs for the renovations, permits, contractors and any residual costs will be borne by the owner.
3. The owners will be responsible to ensure at the end of each work day, the construction area will be kept clean and tidy. All construction debris will be removed from site and not emptied into the onsite disposal bins.
4. The owners will accept responsibility for any damages to the common elements as a result of this renovation including cleanup costs to any common elements.
5. The owner will adhere to Corporations hours of work permitted as stated in the Corporation's documents. (9am to 8pm) This is to ensure neighbors are not unduly disturbed by the renovations.
6. If water shut off external to the unit is required it may affect more than one unit therefore:
  - (a) When water shut off is requested by a unit owner that affects more than one unit a 4 days notice is required. (does not include Saturdays & Sundays) This to provide time to inform other residents and arrange for the buildings plumbers to shut off & turn on the water.
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  - (c) The buildings plumbers may be required to inspect the new installation.
  - (d) Cost for water shut off will be charged back to the unit owner.
7. Construction debris is not to be flushed down drains.
8. Contractors are not permitted to park in the loading dock.
9. The Board of Directors reserves the right to stop work in progress if the above is not adhered to.
10. Should the submitted plans change, a new scope of work must be submitted to the Board for review and approval.

**Please sign this document agreeing to the above terms. Please direction questions or concerns to the Property Manager.**

UNIT # \_\_\_\_\_

DATE: \_\_\_\_\_

OWNER NAME: (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

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