



PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING:

1. As necessary, construction will be performed by a licensed builder/contractor who is insured. All applicable codes and regulations will be followed and all necessary permits will be obtained at my/our expense.
2. All maintenance of this Alteration/Modification will be performed at my/our expense.
3. This alteration/variance/modification is subject to all of the requirements of the governing documents, occupancy agreements, and other applicable regulations at Barclay Park Association's discretion.
4. I/we have read all applicable sections of the governing documents, and I/we understand same.
5. I/we understand that, should any legal, regulatory agency require, at *any* time in the future, modifications to this variance, they will be done at my/our expense.
6. I/we understand that it is my/our responsibility to advise future assigns and/or Co-owners of the unit of this modification and of their responsibility for same.
7. All of the information listed above is truthful and accurate.

**NO WORK SHALL COMMENCE UNTIL WRITTEN APPROVAL IS RECEIVED.**

Date: \_\_\_\_\_  
\_\_\_\_\_ (Co-owner Signature)

Date: \_\_\_\_\_  
\_\_\_\_\_ (Co-owner Signature)

When complete and accurate information is received, requests will be completed at the earliest opportunity. Please note that response time depends upon the availability of the Board of Directors.

**Please return this Form to:**

Meadow Management, Inc. 27780 Novi Road, Suite 110 Novi, MI 48377  
Tel: 248-348-5400 Fax: 248-348-5960  
Email: [service@meadowmgmt.com](mailto:service@meadowmgmt.com) Website: [www.meadowmgmt.com](http://www.meadowmgmt.com)

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FOR ADMINISTRATIVE USE ONLY

Approved By: \_\_\_\_\_ Date Approved: \_\_\_\_\_