

# APPLICATION FOR EXTERIOR IMPROVEMENTS

NAME: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

COMMUNITY: \_\_\_\_\_

- Your exterior improvement application must be submitted and APPROVED before you begin your project.
- We cannot approve any application submitted without adequate information.
- All improvements are the financial responsibility of the Unit Owner.
- Please complete the following information and submit this with plans, drawings and/or literature to:

**Pfefferle Management**  
**ATTN: Condo Management**  
**200 E. Washington Street**  
**Suite 2B**  
**Appleton, WI 54911**  
[adeshaney@pfefferle.biz](mailto:adeshaney@pfefferle.biz)

## TYPE OF IMPROVEMENTS REQUESTED:

\_\_\_\_\_ LANDSCAPING – Requests for any change or addition must be submitted in accordance with the applicable passage in our Policy Manual. Any approved change must still be done in conformance with our published Rules and Regulations. This information is available on our website or in the Rules and Regulations.

\_\_\_\_\_ OTHER – Please describe below.

DESCRIPTION/SPECIFICATIONS:

ESTIMATED COMPLETION DATE FOR PROJECT(S): \_\_\_\_\_

Your application for Exterior Improvements [has] [has not] been approved.

Signature of Agent or Association Director: \_\_\_\_\_

Date: \_\_\_\_\_

Notes: \_\_\_\_\_

Applications that deviate from pre-approved plans will have to be reviewed by the Board of Directors for the HOA, which could take up to 30 days to complete.

**DATE REQUEST RECEIVED:** \_\_\_\_\_

**DATE REQUEST APPROVED / DISAPPROVED:** \_\_\_\_\_