

SHELL ISLAND HOA

CONSTRUCTION REVIEW FORM

Unit: _____

Date: _____

Owner(s)/ Agent for Owner (Please Print) _____

Contact Information: Phone _____ Cell _____

E-mail _____

Description of work:

Estimated Start Date: _____

Contractor(s) Name: _____

Contact Information: Phone _____ Cell _____

Address _____

License Number _____

Note: For projects under \$30,000.00 NC code does not require a GC license.

Have they provided the necessary insurance certificates: Yes _____ No _____

Dear Homeowner: By submitting this form you understand and agree that as per the Shell Island Declaration and/or Bylaws the HOA or its agent reserves the right to enter upon the property for the purpose of reviewing the work to determine its effect on the common elements of the building. You affirm that you have received a copy of the guidelines governing work in the building. This form may be amended without prior notice. Shell Island Resort is an operating hotel as well as a condominium high rise. There are common area elements within each unit. The purpose of this form is to help minimize damage and nuisance to your fellow owners, the building and hotel guests. You are strongly encouraged to use the proper contractors, provide insurance certificates and secure permits as needed in order to protect yourself and fellow owners from liability.

Signature of owner's agent if applicable: _____

Signature of owner: _____

Date: _____