

## **Request for Improvement or Alteration to Rental Property**

Tenant(s) hereby makes this written request for authorization to perform permanent additions, changes, or improvements to the rental property located at:

Request for Improvement forms must be submitted to the Property Manager and Landlord for approval at least 30 days prior to the start of any construction. If the proposed work involves changing the paint color of any interior room or surface, a separate Paint Addendummust also be completed prior to start of any improvement.

TENANT MAY NOT BEGIN ANY WORK WITHOUT COMPLETION OF THIS FORM AND RECEIPT OF LANDLORD'S WRITTEN APPROVAL.

## **Description of Improvement to be completed:**

**Location of Improvement:** 

**Materials Planned for Improvement:** 

Include any Sketches or Illustrations on	Separate Page	
Who will perform this improvement?	Tenant	Contractor
If Contractor, list name:		
Contractor phone number(s):	Is Contractor L	icensed? �No
Yes Lic	ense#:	
Proposed Start Date:	Proposed Finish Date	:
Estimated Cost of Improvement:		
Is Tenant requesting for Landlord to pay for	or any portion of this in	mprovement? � Yes
No		
If yes, how much?:		
Tenant Initials:		
,Tenant agrees to refrain from l		-
he/she receives written approv	al from the Property N	lanager.
Tenant understands that this ap that all improvements will be a accordance with all federal, sta including (but not limited to) p	done using good work ate, local, and association	manship and in ion regulations,
All improvements must be of '	"professional quality".	
Property Manager has the righ adjustments or changes to any inspection.		
If any improvements are deem Tenant may be required, at Ten adjustments, refinishing, or rep require final adjustments, refin Property Manager's choice of	nant's sole expense, to pair. Additionally, Pro hishing, or repairs to be	complete additional perty Manager may e conducted by
Tenant understands that Prope upon completion for final certi		ectall improvements
Date:		

Tenant Signature

Tenant Signature

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