

# STOCKHOLDER CHANGE REQUEST – SHED

Date \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

I request permission to \_\_\_\_\_

\_\_\_\_\_

Shed size permitted by The Homes Board of Directors is 10' x 12' on an appropriate foundation. Sheds larger than 10' x 12' will be considered by the Board of Directors if your yard is large enough.

**BE AS SPECIFIC AND DETAILED AS YOU CAN. SUBMIT A DRAWING WITH DETAIL AND DIMENSIONS (EX- What is the width and length of your project. What are the materials that will be used for your project). IF THIS INFORMATION IS NOT PROVIDED THE CHANGE REQUEST WILL BE RETURNED TO YOU.**

Work will be done by \_\_\_\_\_ Self OR \_\_\_\_\_ Other

If OTHER: Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_ Email Address \_\_\_\_\_

**IF OTHER IS A COMPANY THEN A CERTIFICATE OF LIABILITY AND WORKERS COMPENSATION CERTIFICATES MUST BE SUBMITTED WITH THE CHANGE REQUEST**

**YOU MUST READ, CHECK AND SIGN THE FOLLOWING. IF IT IS NOT THE CHANGE REQUEST WILL BE RETURNED TO YOU.**

- I have read and understand the following:
- The reason to complete this request is because certain Rules and Regulations require prior Board of Directors or Manager approval.
- No work can begin until The Homes, Inc. Board of Directors or Manager approval is granted.
- I am responsible for payment for labor and materials, and obtaining any necessary city permits.
- I have six (6) months to complete the project from the date of The Homes, Inc. Board of Directors or Manager approval or I must reapply for project permission for appropriate approval.
- I MUST INFORM THE OFFICE when the project is complete so the Manager can inspect the work.**

Stockholder Signature \_\_\_\_\_

Printed Stockholder Name \_\_\_\_\_

### FOR OFFICE USE

Approved by \_\_\_\_\_ Manager Date \_\_\_\_\_ Board of Directors Date \_\_\_\_\_  
 Not Approved by \_\_\_\_\_ Manager Date \_\_\_\_\_ Board of Directors Date \_\_\_\_\_

Autotask Workplace/Company Files/FORMS/Stockholder Change Request/2022 SH Shed Change Request

