**Approval Process For Existing Deck Modification**

- Request for approval should be submitted to the management company by the co-owner and include:
    1. The name of the contractor with address, phone number and estimated time of construction.
    2. A copy of a Workmen's Compensation Certificate and an insurance certificate showing the contractor carries a minimum liability coverage of $500,000. Contractor must be licensed and bonded.
    3. A signed (co-owner and contractor) copy Deck Rework Guideline.

- **Maple Forest Association requires metal flashing between the deck surface and building trim; even if city codes waive this requirement for free standing decks.**

- **Resurfacing an existing deck does not require a city permit HOWEVER, if railings are removed and/or replaced a permit is required.**

I / we accept the requirements and responsibilities as stated above:

Co-owner Signature:_____Date:_____
Address:_____

Contractor Signature:_____Date:_____