



For Official Use Only

Alt. Request No.: \_\_\_\_\_

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

## Ballantrae Golf & Country Club Residential Alteration Request Form

YRVLCC Number [Check One]:      968      1002      1066      1079      1193

Deposit in the FirstService Residential mail box located in the lobby of the Recreation Centre or email to [ballantrae.community@fsresidential.com](mailto:ballantrae.community@fsresidential.com) or mail to 2645 Skymark Avenue, Suite 101, Mississauga, ON L4W-4H2

***Please use a separate Alteration Request for each item, attach drawings if necessary.***

***[Drawings are required for landscape changes.]***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Model Home [Check One]:

Augusta    Doral    Castle Pines    Grand Cypress    Innisbrook    Pebble Beach    Pinehurst

Request (please print):

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List Attachments:

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Owner is to inform FirstService Residential (FSR) when work is completed and ready for inspection. Approvals expire six (6) months from date submitted if the work has not been started. FSR will acknowledge communication via phone/email and or letter within 10 business days, depending on the action required. Alterations must not begin until approval has been received in writing. I have read these details carefully and understand and agree with all conditions and restrictions.

Date: \_\_\_\_\_ (mm/dd/yyyy)      Homeowner's Signature: \_\_\_\_\_

FSR/Board Response:

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Approval: \_\_\_\_\_ Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ (mm/dd/yyyy)