

Beachwalk Villas Condominium Association, Inc.

Application for Renovation Work (ARW)

Unit Number:	<input type="checkbox"/> Interior work <input type="checkbox"/> Deck Renovation <input type="checkbox"/> Other	
Submission Date:		
Unit Owner Name(s):		
Home Address:		
Home Phone No:	Cell Phone No.:	Email Address:

Rental Agent (if applicable):	
Phone No.:	Email Address

Estimated Start Date:	Estimated Completion Date:
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Scope of Work (Provide a detailed description of the work to be done)

List each contractor(s) and subcontractor(s) who will be working in unit:

Company Name:	Address:
Company Contact:	Contact Phone Number:

Company Name:	Address:
Company Contact:	Contact Phone Number:

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Company Name:	Address:
Company Contact:	Contact Phone Number:

Dumpster Company to be used:	Dates Dumpster to be in place:
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Attachments

<input type="checkbox"/>	Proof of insurance for all contractors and subcontractors (Certificate from carrier)
<input type="checkbox"/>	General Liability Policy with minimum limits of \$ 1,000,000.
<input type="checkbox"/>	Workers' Compensation Policy
<input type="checkbox"/>	Copy of business license for all contractors and sub-contractors or license number if copy previously filed
<input type="checkbox"/>	Copy of state-issued contractor's license for all contractors and sub-contractors or license number if copy previously filed
<input type="checkbox"/>	Copy of Approved building permit issued by the Town of Hilton Head. Must be displayed at work site
<input type="checkbox"/>	Copy of Structural Report (APPROVAL) from Structural Engineer or Architect if improvements include removal/replacement of wall or structural member.
<input type="checkbox"/>	Copy of Structural Report (APPROVAL) from Structural Engineer or Architect if improvements include tile floors, tile walls, or granite/quartz/marble/concrete countertops.
<input type="checkbox"/>	Check for \$75 made payable to Beachwalk Villas Condominium Association, Inc.
<input type="checkbox"/>	Contractors must comply with all Shipyard policies and commercial rules. See https://shipyardhhi.com/wp-content/uploads/2021/12/SPOA-POLICIES.pdf and https://shipyardhhi.com/commercial-information/

Submit completed application to Beachwalk Property Manager

Submitted by: _____ Date: _____

Approved by BOD: _____ Date: _____

HHI Permit #: _____