

**Grosvenor Square Home Owners Association
Architectural Change Application and Review Form
for Window and Sliding Door Approval**

Property Management: Creative Management Services
301.855.4193 or 410.741.5120 Fax 410.257.9676

Please check to indicate choice

- Premium Window Replacement
- Economical Window Replacement
- Sliding Door Replacement

Checklist before submitting

- Manufacturer _____
- Model/Series _____
- Brochure with Specs are attached
- Factory Dimensions are attached
(use attached diagram)
- Color Sample is attached
- Replacing Front / Side of Home
- Replacing Back of Home
- Copy of Proposal

Homeowner _____ Home Phone _____

Address of Unit _____ Cell Phone _____

Contractor / Company Name _____

Contact Name _____

Office Phone _____ Cell Phone _____

Comments or Notes:



I agree to adhere to the Grosvenor Square Homeowners Association Window specifications included in this packet. . Furthermore I agree to adhere to the above changes and shall be responsible for securing all permits or other requirements deemed necessary by County State or other applicable authority. Work is to be completed within six (6) months of approval. It is important to note that the Grosvenor Square Homeowners Association will not recommend and does not endorse any of the suppliers, manufacturers or their products.

By signing I acknowledge that I have read and I have understood the attached Vinyl Window Disclaimer.

Homeowners Signature: _____ Date _____

The Architectural Committee will review and respond to this request within forty-five (45) days of receipt by property manager.

Approved On: _____ Disapproved On: _____	To be completed by property management
Modification or Reason for Disapproval: _____	Date Received
Approved as Modified On: _____	Forward To
Chairperson, Architectural Committee: _____ Date: _____	Date Forwarded
RETURN THIS COMPLETED FORM TO CREATIVE MANAGEMENT SERVICES P.O. BOX 452, SUNDERLAND, MARYLAND 20689	