

Replacement Windows Request

Replacement Windows:

Windows are the responsibility of the Member/Occupant. Before installing replacement windows, written approval is required from The Board of Directors. The Board of Directors does not advocate the installation of any particular window manufacturer. **That choice is strictly up to the Member/Occupant.** The style of window (i.e., vertical slider, casement, bay) shall be at the discretion of the Board. All windows must meet ingress and egress codes of the Building Department.

Replacement windows must fit the existing window opening. Window color must be as follows:

1. Vinyl buildings must install tan, sandstone, cream white or dark brown.

Interior color is solely the choice of the member /occupant.

All newly installed windows must be installed according to the following regulations:

- The old window is removed
- Insulation must be replaced if removed during the demolition phase
- New window installation
- Replacement of window trim is required if damaged during window removal. (i.e. wood trim on wood buildings or vinyl trim on vinyl buildings.)
- Caulking is required.
- No part of the new window is allowed to overlap any existing trim.
- Prime and paint on the new wood trim is the responsibility of the member /occupant. This can be addressed by the window installer or the member /occupant.

Upon completion of window installation, the member /occupant must contact the cooperative for final inspection. Installations that do not meet the above stated criteria are the responsibility of the member/occupant to correct.

Signature: _____ Date: _____
Colonial Acres Phase V, Inc.

I/we the Member/Owner of Building No. _____ Unit No. _____ agree to all terms and conditions stated above.

Signature: _____ Date: _____