

UNIT # \_\_\_\_\_

**CONSTRUCTION / RENOVATION / REPAIRS OF APARTMENTS**

The construction or renovation of any apartment unit must be done only by a properly licensed contractor, who carries all necessary insurance policies.

Prior to START of any renovation / construction, the following rules must be followed:

This form must be submitted with the plans or drawings detailing the work to be done. The form and plans, once submitted, will be reviewed by the Board of Directors.

A copy of the building permit must be provided to the General Manager prior to any construction for all work requiring some electrical, plumbing or structural renovations / modification

D13. Bulk Refuse Collection, to remove the items from an off property location. All cartons and boxes must be flattened before placement in dumpsters. All contractors or vendors providing renovation services to any unit shall remove and dispose of all materials off property. The dumpster shall not be used for these purposes. Failure to comply with the bulk refuse removal shall result in a one hundred dollar (\$100) fine.

F2. Occupant's contractors and MVP personnel making repairs or alterations need to be considerate of occupants and neighbors. Performing repairs or maintenance to apartments (except emergency repairs), buildings or grounds shall not be allowed on MVP property before 8:00 a.m. and shall cease by 7:00 p.m., Monday through Friday. Saturdays and Sunday 10:00 a.m. to 4:00 p.m., except in emergencies. Emergency repairs shall not be limited by these restrictions on any day and time.

G1. No structural changes of any type shall be permitted either within or without an apartment without prior written approval of the Board of Directors.

G2. No alterations or, installations, including and not limited to telephone lines, radio and TV cables, disks or microwave/infra dishes, or changes of any nature shall be made to the exterior surfaces of the buildings or the common elements, nor shall window guards, awnings, shades or tinting be installed unless approved in writing by the Board.

Specify in detail type of Construction: (Plans and or drawings to accompany application)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is / Are Person(s) licensed to perform work? \_\_\_\_\_ If yes, Lic. State & # \_\_\_\_\_  
If no, must sign release of liability form on next page

X \_\_\_\_\_  
Print Name of Requestor

X \_\_\_\_\_  
Signature of Requestor

Start date of construction / renovation / repairs: \_\_\_\_\_ End date: \_\_\_\_\_



84-786 Aia Mahiku Drive, ~ Waianae, HI 96792  
 Phone: (808) 695-9566 ~ Fax: (808) 695-7217  
 Email: [mvpqm@hawaii.rr.com](mailto:mvpqm@hawaii.rr.com)

## CONSTRUCTION APPLICATION

UNIT NUMBER \_\_\_\_\_

DATE SUBMITTED: \_\_\_\_\_

### OWNER INFORMATION:

NAME:

LAST NAME FIRST NAME M.I.

ADDRESS:

ADDRESS CITY STATE ZIP

PHONE:

BUSINESS / HOME CELL FAX

E-MAIL

### AGENT INFORMATION:

COMPANY NAME

NAME:

LAST NAME FIRST NAME M.I.

ADDRESS:

ADDRESS CITY STATE ZIP

PHONE:

BUSINESS / HOME CELL FAX

E-MAIL

### CONTRACTOR'S INFORMATION:

NAME:

COMPANY NAME CONTACT NAME Lic. #

ADDRESS:

ADDRESS CITY STATE ZIP

PHONE:

BUSINESS / HOME CELL FAX E-MAIL



**RELEASE OF LIABILITY FORM**

As the owner / agent of Unit # \_\_\_\_\_, I am signing this release in agreement that neither Makaha Valley Plantation nor Hawaii First will be held responsible should any incidents occur with my request for construction, renovation, and or repairs being done in my unit. I understand that by signing this, I am taking FULL RESPONSIBILITY for work being done in unit associated with this request.

X \_\_\_\_\_  
PRINT NAME (owner / agent)

X \_\_\_\_\_  
SIGNATURE (owner / agent)

\_\_\_\_\_  
DATE

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**OFFICE USE ONLY**

X \_\_\_\_\_  
Office Staff Signature

X \_\_\_\_\_  
General Manager Approval

\_\_\_\_\_  
Date