

## BUILDING WORKS PROPOSAL FORM

Owners must complete all details below in relation to their proposed Building Works (as defined in the Home Owner Manual) and await approval of Gardenia Precinct Association Manager to the Building Works prior to commencement of any works. Please email to: [oam@wasl.ae](mailto:oam@wasl.ae)

**Townhouse Number:** \_\_\_\_\_

**Name of Owner(s):** \_\_\_\_\_

**Contact numbers:**

**Home:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Type of Building Works to be carried out:**

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

**Estimated Duration of Works to be carried out:** \_\_\_\_\_

**Will any Gardenia Precinct Common Areas be affected?** \_\_\_\_\_

**Documents Required:**

Kindly submit your application with the required documents (see list below) to Gardenia Precinct Association Manager with this form:

- completed Contractor/Service Provider Approval and Registration Form (with attachments);
- Plans and specifications for the proposed Building Works;
- consent letter from the registered owner if the works are to be carried out by a registered tenant;

**Please note:**

- The following works are strictly prohibited and will not be permitted to be undertaken:
  - any structural alterations or improvements which affect the external elevation and structural walls of a Townhouse;
  - any alterations which prevent access to utility meters;
  - the installation of a satellite
  - the temporary or permanent closure or installation of garage doors to a garage;
  - any alterations to the setback and maximum GFA set by the relevant authorities;
  - any alteration to the boundary of a property; or
  - The enclosure of any balcony.
- The Gardenia Precinct Association Manager who will respond to you within twenty business days will evaluate your application.
- Once your application is accepted, you shall receive written consent which can be collected from the Site Security Office
- If you decide to vary the approved works, you must tell us, submit all details of the proposed variation, and not carry out the proposed variation until you have received Gardenia Precinct Association Manager's consent to that variation.
- The Gardenia Precinct Association Manager shall require the payment of a security deposit for the Building Works of AED 5000 following consideration of your application. The security deposit shall be refunded to you following completion of the Building Works, if you have complied with the terms of the Home Owner Manual in relation to the Building Works.

**Owner(s) Signature(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_