

Property Improvement Request
Hammett Crossing Homeowners Association
Wm. Goldsmith, Inc.
Association Management
451 Haywood Road, Greenville, SC 29607
FAX 297-6207

All improvements, additions or changes must be approved in writing before scheduling work.
Please complete the following and submit to the address above:

Homeowners Name: _____ Date: _____

Property Address: _____

Home Phone: _____ Work Phone: _____

1. Briefly describe the improvement you are requesting:

2. Name of person or company who will actually perform the work on this improvement:

3. On a copy of your survey, indicate the location (distance to property, setback and build lines) and dimensions of the proposed improvement.

4. Describe the building materials to be used (e.g. brick, wood, siding, roofing, etc.). For landscaping, describe the type of plants, especially trees (be sure to show location on survey copy):

5. Please include any materials (photos, sales literature, catalogs, paint chip, etc.) that may assist the committee in reviewing your request.

Must be submitted 30 days ahead of scheduled work so that the board can meet to discuss.

Estimated project start date: _____

Estimated completion date: _____

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PLEASE DO NOT WRITE BELOW THIS LINE

Approved: _____

Date: _____

Rejected: _____

Date: _____

Reviewed by: _____ (Signature of ACC Member(s))

Comments:

