



**REQUEST FOR
INTERIOR REMODELING
OF EXISTING
CLUB QUARTERS**

CLUB NAME:
CONTACT PERSON & PHONE #
CLUB LOCATION
DATE:

1. BRIEF DESCRIPTION OF REQUEST: (Note: attach a simple drawing to allow for meaningful review):

2. JUSTIFICATION FOR REMODELING: (Note: attach additional sheets of paper if necessary. Clearly indicate the perceived impact if the remodeling is not approved.)

3. DESCRIPTION OF ADDITIONAL EQUIPMENT NEEDS AND ESTIMATED ITEM COST TO BE INCLUDED AS PART OF THE REMODELING REQUEST:

4. TOTAL ESTIMATED COST OF REMODELING (As determined by the Association Maintenance Manager):

5. CLUB MEMBERSHIP APPROVAL REQUEST
Date of meeting to vote on issue _____ (Note: Attach a copy of minutes)

6. Club Funds Available to Support Remodeling: \$ _____

SIGNED _____
PRESIDENT: _____ DATE: _____