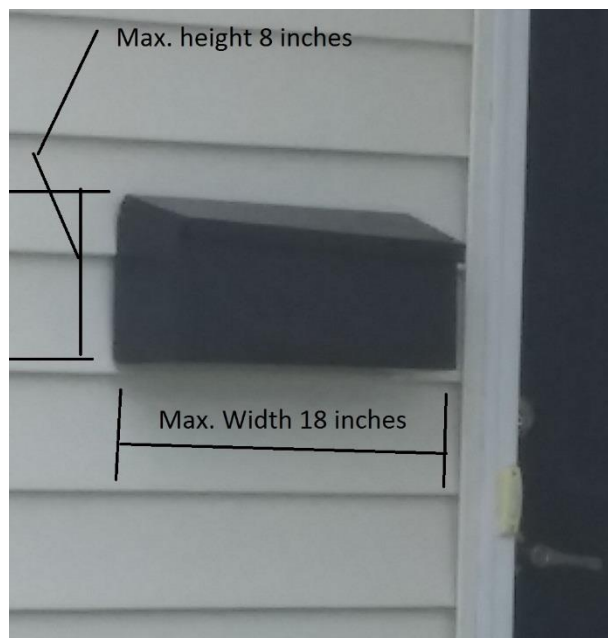


ETC - MAIL BOX INSTALLATION APPLICATION

Mailboxes may be installed at a home owner unit as provided for herein. These mailboxes are the responsibility of the unit owner to install and must be well maintained in terms of color and method of installation

The unit owner must first apply and obtain the approval of the Hilliard Post Master for the installation of a mail box at the front door of the unit. This is needed as we have central mailboxes and the post master must approve the relocation of delivery of mail to the individual unit.

Once this is done submit the approved documentation with this application. Mail boxes are to be black and metal and shall conform to all requirements of the United States Post Office.



The Board will maintain a list of approved unit located mail box installations.

For record purposes we require that this application be completed and submitted to the ETC Board through the Grounds and Building Committee (GBC). No work is to begin until this application has been signed by the Chair of the Building and Grounds Committee

Upon completion of installation contact the GBC chair to have inspected.

Dated resolution adopted: August 20, 2014 by ETC Board

ETC - MAIL BOX INSTALLATION APPLICATION

Please print

Unit Owner Name (s) _____

Unit Address: _____

Daytime Phone: _____

Date Mail Box Installed _____

Date of Application: _____

Date Application Receive: _____

Application approved Yes No Date: _____

Building and Grounds Committee Chairperson

Inspection Date: _____ Installation Satisfactory _____
Initials BGC Chair

Mail or Drop this form to:
Estates at Tremont Club
Grounds and Building Committee Chairperson
c/o Susan Dahlen
4800 Tremont Club Drive
Hilliard, OH 43026