

WESTEND HEIGHTS CONDOMINIUM ASSOCIATION

GUIDELINES FOR INTERIOR WORKS IN APARTMENTS

1. Resident / Apartment Owners are requested, to obtain the entry gate passes for the interior workers and contractors form security control room at Building-E Block after getting approval by Condominium Office.
2. All workers laborer and contractors should carry and display all the times their gate pass issued by security.
3. No Structural, Concrete chipping, Electrical, Plumbing and Civil Modification to be undertaken without written approval of the President Condominium Association. No change in flat is allowed which is related to external elevation of Building. Please do not cover any fire sprinkler inside the apartment.
4. No change of tiles of Toilets is recommended. If change of tile is to be done, water proofing in the toilet will be done again by the owner and it will be certified / checked by Condominium Representative. Pressure testing of Cu-piping is also to be done again.
5. No Geysers / Ac unit or any other appliances are allowed in shafts, external elevation & common areas.
6. Interior work may be carried out between 8:30 am. to 6:30 pm on weekdays only, so as not to cause disturbance to other residents staying.
7. Hammering work etc. to be undertaken between 9:30 am to 13:pm. and 3:30pm to 6:00pm to avoid any disturbance to older residents and small children who may be resting.
7. Please bring the ply /board taking into consideration xize of the lifts installed in the building.
8. Validity of issued cards will be one month and thereafter they may be renewed with proper written approval.
9. All workers, laborers and contractors must use service lift only at all times.
10. Do not overloads, scratch of damage the lifts, otherwise cost shall be debited / recovered from t he apartment owner. Do not hold up the lifts on any floor by blocking the light sensor.
11. No longer is storage of material, debris etc. permitted ion the complex at any place.
12. Loose material, debris etc. must be kept in proper bags and it must be carried by service lift only.
13. Any Malwa generated due any change in flat should be kept in the flat only and should be removed periodically.
14. Before commencement of interior work call bell / intercom must be made functional.
15. Use of Liquor, drugs, tobacco, pan masala, pan etc. by the workers, laborers and contractors is restricted in the complex.
16. Failure to follow the above guidelines, gate passes of the workers will be cancelled and work will be stopped immediately.

For any clarification, you may contact Condominium Office at Building-.....

Signature of the Owner -----

Flat No. -----

Date -----

Tel. Mobile No. -----