



**Modification Request for Installation of Residential Front Door Hardware: Digital Cipher Lock with Keyway**

To: The Covenants Committee - Watergate at Landmark

From: Name: \_\_\_\_\_

Unit # \_\_\_\_\_ Bldg. # \_\_\_\_\_ Phone# ( \_\_\_\_\_ ) \_\_\_\_\_

In accordance with section 6.7 of the By-laws of Watergate at Landmark, governing structural additions, alterations or improvements to units; Administrative Resolution No. 2, Architectural Review Procedures and Guidelines; the undersigned owner(s) request the approval of the following additions, alterations or improvements to unit no. \_\_\_\_\_.

Nature of the work to be done:

- (1) Installation of Board approved Schlage BE365F20 lock with CAM 626 brushed chrome finish only;

The following must be attached to this application. Incomplete packets will be rejected.

- (2) **A copy of the locksmith's license.**
- (3) A **photograph** of your existing door along with a diagram showing proposed lock location.

The following must be provided after installation:

- (4) **A copy of key must be provided to the Management Office.** All residents must provide a unit key (Emergency Key) to the Patrol Services Office of the Association for emergency purposes and access to individual units as may be reasonably necessary to exercise Association responsibilities.

The described work may begin approximately 1 day after approval by the Covenants Committee and should take approximately 1 day. Installation of cipher locks may affect the following common elements: Residential front doors. Please allow **5** business days for review and approval. Owners requesting applications be expedite will incur a \$50.00 fee for expedited service.

Provide the name, address and phone number of the licensed locksmith who will perform the work. (Attach a copy of the locksmith's license).

A copy of AR- 2 and Section 55.-79.68 of the Virginia Code (Condominium Act) pertaining to alterations is available in the Association Office. In addition, the Condominium Act requires that resale certificates contain a statement (if true) that any improvements or alterations made to a unit or limited common element assigned thereto, by the prior unit owner, are not in violation of the Condominium Instruments (Section 5.5.-79.97 C 9 of the Virginia Code).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-owner Signature \_\_\_\_\_ Date \_\_\_\_\_