

# OUTLOOK CONDOMINIUM EXTERIOR

## EXTERIOR ALTERATION APPLICATION

Address: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Telephone: \_\_\_\_\_

HOME

WORK

CELL

Email Address: \_\_\_\_\_ @ \_\_\_\_\_

### INSTRUCTIONS

1. When applicable, indicate on a copy of the Property Plat the location of the proposed alteration.
2. Provide an estimate start and completion date for the alteration.
3. Mail the completed application to:  
*Outlook Condominium Assoc.*  
*c/o Flannery Property Management*  
*9408 Grant Avenue, Suite 201*  
*Manassas, VA 20110*                      **OR**                      email to: [KR@amv-fpm.com](mailto:KR@amv-fpm.com)

### DESCRIBE THE DESIRED ALTERATION(S):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Picture(s) of the desired alteration(s) MUST be submitted with this application.**

ESTIMATED START DATE: \_\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_\_

\_\_\_\_\_  
*Homeowner's Signature*

\_\_\_\_\_  
*Date*

.....**BOARD OF DIRECTORS USE ONLY**.....

\_\_\_\_\_ **APPROVED AS SUBMITTED**

\_\_\_\_\_ **APPROVED CONTINGENT UPON**

\_\_\_\_\_ **DISAPPROVED BY REASON OF**

\_\_\_\_\_

*Please return completed form to:*  
**AMV-FPM LLC dba FLANNERY PROPERTY MANAGEMENT COMPANY**  
**7900 Sudley Rd. Suite 600 Manassas, VA 20109**  
**TEL 703-330-3433 FAX to 703-330-3323 OR Email: [KR@amv-fpm.com](mailto:KR@amv-fpm.com)**