



Application for Window Installation

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Email address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

- All windows must be:
- a) Casement Style
  - b) White on the exterior
  - c) Matches existing windows
  - d) Be exactly the same dimensions as the existing windows
- Patio doors must be:
- a) White on the exterior
  - b) Be exactly the same dimensions as the existing door

I / We hereby request Board approval for the installation of the following window(s):

Location	Size	Location	Size
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of contractor/supplier: \_\_\_\_\_

Please attach the following:

- A copy of the specifications, with sample picture of the proposed windows.
- A copy of the contractor's written proposal for the work
- A copy of the contractor's certificate of insurance per the attached.
- Contract for removal of trash and debris from the property

The owner is responsible for providing a copy of the window installation specs which are on the River's Edge website. If approved, homeowner accepts full responsibility for the altered area and agree to maintain it in a safe and presentable condition.

Signature of homeowner(s) \_\_\_\_\_ Date: \_\_\_\_\_

Office use only

Date application received: \_\_\_\_\_ Date submitted to Board: \_\_\_\_\_

Date reviewed by Board: \_\_\_\_\_

- Approval subject to: \_\_\_\_\_
- Rejected due to: \_\_\_\_\_

Homeowner notified: \_\_\_\_\_ By: \_\_\_\_\_

## River's Edge Contractor Insurance Requirements

1) Insurance:

Prior to the commencement of any work, the Unit Owner has the responsibility of providing River's Edge Condominium Association a **Certificate of Insurance from each contractor involved in the project naming:**

a) **Certificate Holder:**

River's Edge Condominium Association #1  
c/o NS Management  
4811 Main Street, Suite 101  
Skokie, IL 60077

b) **Additional Insured:**

River's Edge Condominium Association #1 its agents and assigns  
NS Management LLC

c) **Minimum coverages:**

1. Worker's Compensation and Employee's Liability - \$500,000;
2. Contractor's General Liability - \$1,000,000 each occurrence, \$2,000,000 in the aggregate – to cover any costs for labor, material, or both resulting from damage to the common elements, and/or individual units, and personal injury to others;
3. In addition to the above, the contractor shall carry an excess Umbrella Liability policy in the amount of \$2,000,000.

2) These certificates shall be provided to the Managing Agent prior to the beginning of construction. The insurance company issuing said Certificates must have a rating of at least and A (for excellent) as determined by A.M. Best and Company.