|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | | **Resident Name** | | | | |  | |  |
|  |  | | | | | | | | | |  |
| |  | | --- | |  | | **Delamere Park Management Limited** | | | | | | | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
|  |  |  |  | |  | | Delamere Park Residents’ Club | | | |  |
|  |  |  |  | |  | | 59 Delamere Parkway West | | | |  |
|  |  |  |  | |  | | Cuddington, Northwich | | | |  |
|  |  |  |  | |  | | Cheshire CW8 2UJ | | | |  |
|  |  |  |  | |  | | Telephone 01606 889263 | | | |  |
|  |  |  |  | |  | | Registered in England No. 1013623 | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
|  | **Property Change Request Form 1**  **Minor alterations and general maintenance** | | | | | | | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
|  | **Property Address:** | |  | | | | | | | |  |
|  | **Description of changes proposed:** | |  | | | | | | | |  |
|  | **Supporting information** e.g. product specifications, colour samples, plans, drawings | |  | | | | | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
|  | **…........................................For Office Use Only…...........................................** | | | | | | | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
|  | Received date: | |  | | | Resident consultation deadline: | | | |  |  |
|  | Emailed to residents : | |  | | | Posted on council notice board : | | | |  |  |
|  | Resident informed date: | |  | | | Decision given: | | | |  |  |
|  |  |  |  | |  | |  |  | |  |  |
|  | **This form will be displayed on the club house notice board for a period of 14 days.** | | | | | | | | | |  |
|  |  |  |  | |  | |  |  | |  |  |
| Please Note: that any work undertaken to change a property or boundary without **first** obtaining trustee approval and that is  subsequently rejected by the Trustees, will need to be returned to its original appearance at the plot holders’ own expense. | | | | | | | | | | | |