

Windsor Square Homeowners Association
NOTICE OF INTENT TO INSTALL ANTENNA

This Notice must be filed with the Property Management company at least 48 hours before installation. Attach any required information, certificates, and/or waivers & proof of completion of Penfield site inspection.

RESIDENT: _____ **UNIT #:** _____ **PHONE:** _____

Note: If you do not own this unit, provide information below & attach owner's written permission to install antenna.

Owner's Name: _____ Phone: _____

Address: _____

Antenna Type: DBS ___ MDS ___ TV Broadcast ___ Is a Mast Required for Reception? No/Yes

Antenna Size: 18" ___ Other (specify): _____ Mast Height, if Required: _____

Installer Name: _____ Proposed Installation Date: _____

Address: _____ Phone: _____

Describe Proposed Antenna Location: _____

Will this installation comply with all Association Rules & Regulations (which include manufacturer's guidelines and applicable building codes)? Yes/No *If "No", please provide three days and times when you can be available to discuss antenna installation with the Architectural Control Committee. At this meeting you will need to provide information supporting the necessity for non-routine installation.* _____

If a mast is required, will the mast extend more than 12 feet above the roofline? No Yes

Will it extend to a height greater than the distance from the installation to the lot line? No Yes

If responding "Yes" to either of the above questions, provide your reasons why such a mast is necessary. Include a detailed drawing of the installation plans, including:

- Description of the antenna & mast
- Exact location of the antenna & mast
- Description of the manner & method of installation
- Total height of mast, height of extension above roofline, & explanation of why it must extend to this height
- Manufacturer specifications regarding installation of the mast

I will comply with all of the Association's rules for installing, maintaining, and using antennas. I assume liability for any damage to Association and other owners' property that occurs due to antenna installation, maintenance, and use.

Signed: _____ Date: _____

For Office Use Only

Initial & Date Documents Received:

_____ COMPLETE Notice of Intent	_____ Penfield Site Inspection Proof
_____ Contractor's Insurance Certificate	_____ Owner's Self-installation Waiver
_____ Other (specify) _____	

ARCHITECTURAL CONTROL COMMITTEE ACTION

___ Routine Installation, May Proceed Initial and Date: _____

___ Non-Routine Installation — Reason. _____

Date & Time Meeting Scheduled: _____

Resolution: _____

By AC Committee Member: _____ Date: _____

Comments: _____

