

**THE HARBOUR AT BLUE POINT
HOMEOWNERS ASSOCIATION, INC.**

ALTERATIONS OR ADDITIONS TO HOME

1. Alterations or additions to the outside of a unit are not permitted unless the plans are submitted to and approved by the Board of Directors in writing prior to the commencement of any work whatsoever.
2. The Board meets regularly. Each request will be reviewed in the meeting following its submission and responded to within thirty (30) days.
3. Any alteration or addition made without proper Board approval will result in a \$500.00 fine and removal of the alteration or addition at the homeowner's expense. Other fines may be issued on a daily basis.
4. All requests will be responded to in writing. Work may not begin until an approval letter is issued by the Board and a proper building permit obtained from the Town of Brookhaven, if required.
5. It is understood that the homeowner is responsible for all costs, maintenance, damages, etc., relating to this request.
6. The Board may request a bond to protect the common area and to ensure exact compliance with Board approval.
7. The homeowner must obtain a certificate of insurance from his/her contractor, naming the Harbour at Blue Point Homeowners Association, Inc., as an additional insured.
8. The Board reserves the right to inspect all work in progress and after alterations and/or additions are completed.

Please, fill in all the information in the attached "Alteration/Addition" request form and the "Hold Harmless Agreement" form and return to the management office at:

The Harbour at Blue Point
c/o Alexander Wolf & Co.
One DuPont Street, Suite 200
Plainview, New York 11803

Include copies of required documentation with your application.

THE HARBOUR AT BLUE POINT HOMEOWNERS ASSOCIATION, INC.

HOME ALTERATION / ADDITION REQUEST

To: THE BOARD OF DIRECTORS

Date: ____

From: _____

Address: _____

Phone (H): _____ Cell Phone: _____ Phone (W): _____

Anticipated project starting date: _____ Estimated completion date: _____

Approval is hereby requested for the following alteration / addition to my home or to the common area directly adjoined to my home.

Description of proposed alteration/addition (please, include listing of construction materials to be used):

Please, include a sketch sufficiently detailed or architectural blue prints of the proposed alteration/addition.

- Will a dumpster be required at any point during this project? Yes__ No__
If yes, the dumpster must be located in the homeowner's driveway and placed on blocks.

- Please be aware that during the construction period:
 - Contractors are permitted to work from 8 am through 5 pm only Monday through Saturday;
 - No heavy equipment or vehicles may be driven across the lawns;
 - No vehicles with advertising may be parked anywhere within the community overnight.

THE HARBOUR AT BLUE POINT

Homeowners Association, Inc.

HOLD HARMLESS AGREEMENT

Name: _____ Date: _____

Address: _____

Whereas, the homeowner has requested permission to perform certain alterations or additions to his/her home, and

Whereas, the Board of Directors and its Managing Agent wish to be indemnified and held harmless from any damages, claims, cost or expenses that may be caused by, or result from the homeowner's alteration or addition.

Now, therefore, it is mutually agreed as follows:

1. Permission is hereby granted for a period of Ninety (90) days to perform the work specified in the homeowner's application.
2. The homeowner agrees to indemnify and hold harmless The Harbour at Blue Point Homeowners Association, Inc. (the Association) and the Management Company from any damages, claims, costs or expenses that may be caused by, or result from the homeowner's alterations or additions.
3. In the event the Association must, in its discretion, take action to protect its right in connection with any alterations or additions performed by the homeowner, the homeowner agrees to reimburse the Association for all costs and fees associated therewith, including, but not limited to, attorney's fees and court costs.
4. The homeowner will obtain and provide the Association with a certificate of insurance from his/her contractors, naming the Association as an additional insured.

Homeowner

Association/Managing Agent