



KENSINGTON PARK
RESIDENTS' ASSOCIATION

REQUEST FOR MODIFICATION TO BUILDING

DATE: _____

ADDRESS OF PROPERTY: _____

NAME(S) OF OWNERS: _____

CONTACT PHONE NO: _____

EMAIL ADDRESS: _____

PREFERRED MEANS OF CONTACT: Email/Phone (Delete One)

BRIEF DESCRIPTION OF MODIFICATION INCLUDING SIZE, COLOUR AND LOCATION WITHIN PROPERTY
(if applicable)

SKETCH INCLUDED: Yes/No (delete one)
(e.g. Location of exterior Heat Pump unit and piping,
position of Louvres)

SAMPLES INCLUDED: Yes/No (delete one)
(e.g. Paint colour, Window treatments)

SUPPORTING DOCUMENTATION FROM INSTALLER ATTACHED: Yes/No (delete one)
e.g. description of materials, fixings, etc)

FURTHER COMMENTS TO SUPPORT THIS REQUEST

NOTE: If your property is part of a Body Corporate, written approval for this modification is required from the BC Chairperson or an authorized BC Committee Member and must be attached to this application.

Please email this completed form along with BC authorization if applicable to: DRB@kpra.net.nz or deliver to the KPRA Manager's office in the Pool house, 13 Parkside Drive.