

A Florida Not-for-profit Corporation & 55-years and older Community

VILLAGE ON THE GREEN
CONDOMINIUM II ASSOCIATION, INC.

WORK REQUEST FORMS

Through the use of Work Request Forms, residents may submit work or problem requests and receive timely responses in fulfilling a request or resolving a problem.

Blank work request forms may be found in mailboxes that are located on the side of the following numbered carports: 2497, 2530, 2543 Oakleaf Lane and 2585 Bay Berry Drive. The mailboxes are situated next to the outdoor bulletin boards.

Residents are free to take a blank work request form, fill it in, and place the form back in the mailbox. When placing the completed form back in the mail box, **PLEASE RAISE THE RED FLAG TO INDICATE THAT THERE IS A WORK REQUEST FORM(S) TO BE PICKED UP.** Do not hesitate to take an extra form or two to use in the future!

Requests are then picked up by our maintenance man. The requests are prioritized according to those requiring immediate attention and those that may be completed as needed in order of importance.

Patios: A blank work request form may be used for requests pertaining to patio installation and/or improvement. They are reviewed by the VOG Condo II Board after Charlie Crusie, Grounds & Buildings, have inspected the proposed site and given his opinion to the Board. Patios must be non-permanent (no concrete pad); fall within the general suggested guidelines of ten feet by fourteen to sixteen feet (10x14-16') (usually not to exceed the interior or the owner's lanai); work is to be done by the individual owner or a contractor, and either the owner or contractor is responsible for removal of debris.

Outdoor Gas/Charcoal Grills: The same blank work request forms may be used for requests pertaining to outdoor grills. Charlie Crusie, Grounds & Buildings Director, will inspect and report to Board. All grills must be non-permanent installations and conform to Fire Marshall's rules (ten feet (10')) from any existing building, chained to concrete blocks and covered when not in use.

NOTE: Contractors working in the VOG Condo II, either for individual owners or for the Board, are responsible for removing any debris created by their jobsite. **CONTRACTORS ARE NOT TO USE OUR DUMPSTER FACILITIES FOR RUBBISH REMOVAL.**

REVISED 10/02/2019