

REQUEST TO ALTER FORM

Fort Marcy Homeowner Association

All proposed unit alterations must be submitted for review and approval by the HOA Board of Directors. Homeowners are to submit a proposal which addresses all the following topics:

- **Homeowner Information:** name, unit number, contact information
- **Scope of Work:** Project description, schedule, concept sketches or photos, etc.
- **Unit Floor Plan:** Available on Homeowner Portal and Allseasonsresortlodging.com
- **Contractor Information:** Contractor contact information, proof of liability and worker's compensation insurance, proof of contractor state/local required licenses.

Please review Rule 9 listed in the Fort Marcy Rules and Regulations before submitting proposal to ensure improvements meet HOA requirements. (Available on Homeowner Portal and Allseasonsresortlodging.com)

Submit information to All Seasons Resort Lodging

Christine Robertson

Fort Marcy General Manager

crobertson@asrlodging.com

320 Artist Road, Santa Fe, NM 87501