

# Ritz Condominium Association

2715 Boardwalk at Iowa Avenue, Suite #1  
Atlantic City, NJ 08401

Phone: (609) 347-7889

Fax: (609) 344-1449

Web: www.ritzac.com

## Unit Owner Notice of Planned Renovations

Unit # \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Nature of Work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Remove or Alter any Structure      Yes      No

\*Electrical      Yes      No

\*Plumbing      Yes      No

Construction Impact Fee

Functions: \_\_\_\_\_

Fee Amount: \_\_\_\_\_

Owner Paid:      Yes      No

Check # \_\_\_\_\_

Plans or Sketch Required?      Yes      No

(To be determined by Ritz)

If required, a copy must be submitted to the Condo Office prior to work starting

Date for Work \_\_\_\_\_

Service Elevator Required?      Yes      No

Building Permits Required?      Yes      No

If required, a copy must be submitted to the Condo Office prior to work starting

Contractor Address

Subcontractor/s Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Principal Contact Name:

Principal Contact Name:

\_\_\_\_\_

\_\_\_\_\_

Contact Telephone #:

Contact Telephone#

\_\_\_\_\_

\_\_\_\_\_

Contractor's Insurance Certificate on File?      Yes      No  
(Mandatory also for Subcontractors)

**CERTIFICATE HOLDER**  
**RITZ CONDO ASSOC**  
**2715 BOARDWALK, Suite One**  
**ATLANTIC CITY, NJ 08401**

Management Approval to Proceed \_\_\_\_\_ Date: \_\_\_\_\_

Owners Signature \_\_\_\_\_ Date: \_\_\_\_\_

Ritz Maintenance will be Checking stated work: Prior to, During and when construction is complete.

# Ritz Condominium Association

2715 Boardwalk at Iowa Avenue, Suite #1, Atlantic City, NJ 08401

Phone: (609) 347-7889

Fax: (609) 344-1449

Web: [www.ritzac.com](http://www.ritzac.com)

## Construction Impact Fee

Construction impact fee based upon the number of renovation functions associated with the job. Use of Service Elevator Included.

- |   |                 |
|---|-----------------|
| 1. Very Large Job – 6 Functions or More | <u>\$500.00</u> |
| 2. Large – 3 to 5 Functions             | <u>\$350.00</u> |
| 3. Medium – 2 Functions                 | <u>\$250.00</u> |
| 4. Small – 1 Function                   | <u>\$150.00</u> |

## Functions

Bath floor	Kitchen Cabinets	Shower Diverter
Tiles	Laminate Flooring	Re-Piping
Tub	Wall renovations	Plumbing Shutdown
Shower	Change of ceiling	Painting
Vanity	Any Electrical work	ETC.....
Kitchen Floor	Electrical Shutdown	

**\*\*\*There will be a \$200.00 fine to the UNIT OWNER for NON-COMPLIANCE of document.**

# Ritz Condominium Association

2715 Boardwalk at Iowa Avenue, Suite: One  
Atlantic City, NJ 08401

Phone: (609) 347-7889

Fax: (609) 344-1449

Web: [www.ritzac.com](http://www.ritzac.com)

---

## Contractor Rules

1. Contractors and Subcontractors must supply the Association with a Certificate of Liability Insurance prior to start of work for at least \$500,000 in General Liability with the Ritz Condominium Association being the Certificate Holder.
2. Contractors must **SIGN IN** when entering the building and **SIGN OUT** when exiting the building.
3. Contractors are only permitted to be in the building between 8:00am and 4:00pm Monday through Friday. Contractors are not permitted to be in the building on Saturday, Sunday, or Holidays without Management approval.
4. Contractors must remove **ALL** construction debris and discarded materials from the premises. Such refuse is not to be deposited in the dumpsters or other receptacles which are provided for normal household use only.
5. All construction debris/refuse must be removed from the unit in construction trash bags.
6. The HVAC in the unit in which the work is being done must be covered at all times to prevent construction dust/debris from getting in the unit.
6. Carpet protection must be placed in front of the unit where the work is being done and all Common Area carpets must stay clean and vacuumed at all times. Contractors must keep all Common Areas including the Service Elevator continuously clean during the Construction process.
7. Ritz facilities may not be used for construction work or the storage of tools, materials, or refuse under any circumstance. Contractors may not use any Ritz owned construction or cleaning supplies of any kind.
8. The Ritz does not provide any equipment to aid in the moving of materials. Contractors must bring their own carts, hand trucks, and dollies.
9. If a building permit is required; such permit can be obtained from the City of Atlantic City Building Department. A copy must be submitted to the Condominium Office before work can begin.
10. All electrical or water shutoffs must be scheduled with the Condo Office **AT LEAST** 24 hours in advance.
11. Certain types of renovations including demolition and facility tie-ins are prohibited from Memorial Day to Labor Day (effective 2007). Please see Condo Office for determination before scheduling any work during that period.

By signing this document, the Contractor agrees to abide by the Contractor Rules stated above.

If these rules are not followed, the Contractor may be banned from doing work in the Ritz Condominium.

**Contractor Name:** \_\_\_\_\_

**Contractor Phone Number:** \_\_\_\_\_

**Contractor Signature:** \_\_\_\_\_