

# Property Modification Authorization

Subject: Permission Request for [Construction/Renovation] Project

Dear [Property Manager/HOA Board/Landlord],

I am requesting permission to proceed with [specific construction/renovation work] at [property address]. This project is necessary to [reason - improvement, repair, accessibility, etc.].

Project Specifications:

- Scope of work: [detailed description]
- Contractor: [company name and credentials]
- Timeline: [start and completion dates]
- Permits obtained: [list relevant permits]
- Impact on neighbors: [noise, access considerations]

All work will be performed by licensed professionals and will comply with building codes and property regulations. I have attached architectural plans, contractor estimates, and permit documentation for your review.

I appreciate your time in reviewing this request and am happy to address any concerns or questions.

Best regards,

[Your Name]

[Property Owner/Tenant]

[Contact Information]

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