

# SCOTTSDALE SHADOWS ASSOCIATION-V CONTRACTOR REGISTRATION FORM

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Owner and Contractor understand and agree that liability for any damage to RCI or Association Property (Common Areas/Common Elements) caused by a contractor, owner or their respective employees or agents shall be the sole and joint responsibility of Owner and Contractor. An Owner doing work in their unit is considered a Contractor.

BLDG:\_\_\_ UNIT:\_\_\_ ASSOCIATION:\_\_\_\_\_

OWNER NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_

PERSON IN CHARGE: \_\_\_\_\_

CONTRACTOR PHONE #: \_\_\_\_\_ CONTRACTOR LICENSE #: \_\_\_\_\_

START DATE: \_\_\_/\_\_\_/\_\_\_ END DATE: \_\_\_/\_\_\_/\_\_\_

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

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

This form must be turned into the RCI office 5 days prior to work beginning to allow time for the HOA to review and approve.

- **Water Shut Off:** 48 hour notice and \$30 payable to RCI. Check with the RCI office for shut off days for your Association. There is no water shut off on Sat., Sun. or Holidays. (except in an emergency)
- **Contractor Hours:** Mon.-Fri. 8am-6pm. Saturday, Sunday or Holidays work is NOT allowed in Associations -V.
- **Refundable security deposit and approval of work:** \$250 for work of two (2) weeks or less. \$500 for work over two (2) weeks, up to thirty (30) days. Renewable of approval is required after thirty (30) days and in thirty (30) day increments. No additional deposit is required.

**NOTE:** Cost of repair to from any damage to RCI property or Association-V common property will be deducted from the security deposit. Costs exceeding the security deposit will result in an assessment to the unit owner.

**THIS PAGE MUST BE ATTACHED TO THE ENTRY DOOR OF THE UNIT**

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As of October 1, 2020, for all structural work in Building 28 or Building 29

**All Plumbing work must be done by a licensed plumber.  
All Electrical Work must be done by a licensed electrician.**

- A refundable security deposit of \$250 for any project of two (2) weeks or less
- A refundable security deposit of \$500 for any project greater than two (2) weeks and up to thirty (30) days.
- Renewal of approval is required for projects after the initial thirty (30) days and every thirty (30) days after, **without** any additional deposit.

**NOTE: Cost of repair from any damage to RCI property or Association-V common property will be deducted from the security deposit. Repair costs exceeding the security deposit will result in an assessment to the unit owner.**

- **Contractor's hours: M-F 8am to 6pm No weekend or holiday work allowed.**
- **Elevator must be padded and carpeted.**
- **Waterproof protection must be installed on the hall and elevator lobby areas of the building floor of the unit on which work is being performed as shown in the images below. Protective material must be removed when the work is completed.**
- **Owners are responsible for any damage done to any Association-V Common Property. Repair cost will be deducted from the security deposit and cost exceeding the security deposit will be assessed to the owner. Damage done by an owner's contractor is the financial responsibility of the owner.**

**Page 1 of the Registration Form must be displayed on the unit door.**



Owner Initials: \_\_\_\_\_

RCI Office: 7800 E. Camelback Rd. \* Scottsdale, AZ, 85251  
Phone: 480-994-0433 \* Fax: 840-423-9180

**SCOTTSDALE SHADOWS ASSOCIATION-V  
CONTRACTOR REGISTRATION FORM  
ASSOCIATION V REMODELING REQUIREMENTS**

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1. All work involving structural modifications require each contractor to fill out a Contractor Form.
  - a. Structural work includes installation of flooring.
  - b. Flooring installation must meet IIC60 impact sound reduction specification and the Page 4 Flooring Certification Form of this document must be filled out and signed by both the owner and installation contractor.
2. All plumbing and electrical work must be performed by licensed contractors. All contractors must be licensed, bonded, and insured.
3. Any work that requires the use of hand-trucks or dollies requires covering of Common Property carpeting (Halls and Elevator Lobby), and padding of elevator walls and floor.
4. There is a refundable security deposit payment for any work. The payment refund depends on there being no damage to common property. The security deposit schedule is as follows:

Work that involves two (2) weeks or less: \$250

Work that initially involves greater than two (2) weeks and up to thirty (30) days: \$500

Renewal of work after thirty (30) days will be for thirty (30) day increments with NO additional payment. A new contractor form must be filled out for any renewal with description of the additional work.

**NOTE: Cost of repair from any damage to RCI property or Association-V Common Property will be deducted from the security deposit. Costs exceeding the security deposit will result in an assessment to the unit owner.**

5. Balcony color must be the same as the outside of the building as published in the Rules.
6. Unit entry door outside color is the original pecan stain or a gray color published in the Rules.
7. Replacement windows and patio door frames must be compatible with the building color (beige) and the frame width should be similar to that of the original windows.
8. No modification of the balcony/patio balusters or building structure may be done without Association approval.
9. No subdivision of a unit is allowed that would create a separate living space including the use of furniture to accomplish the division.
10. No reflective window covering that can be seen from outside the building is allowed.

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**Association V**  
**Requirements and Certification**  
**Transmitted Sound Level Reduction**  
**For Flooring Installation Other Than Carpet**  
**Dated October 22, 2020**  
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The current Association-V CC&R requires that any room, other than the kitchen or bathrooms, be carpeted. The Board of Directors voted to allow new installations of flooring, when the flooring is not carpet, to be installed with the provision that the installation **must** have a sound transmission reduction rating of IIC 60 or greater. This requirement is to insure the comfort of other residents.

In many cases the chosen flooring material does not have a sound transmission reduction rating of IIC 60 or greater and therefore the installation **must** have additional underlayment material to meet the IIC60 or greater rating.

**The Board requires that the specification of all flooring materials, other than carpet, be approved by the board to assure that the installation will meet a sound transmission reduction rating of IIC 60 or greater. The installation must meet the required sound transmission rating irrespective of any ceiling treatment of the apartment Unit below.**

**The Board requires that the following certification be signed by both the Unit Owner and Installation Contractor and specifications of the proposed installation materials be approved by The Board before any work is started.**

I \_\_\_\_\_ Owner of Unit\_\_\_\_ in Building \_\_\_\_ certify that the flooring installation that is other than carpet, meets the Association V requirement that the transmitted sound level reduction is **IIC 60 or greater**.

I \_\_\_\_\_ the installation contractor for the flooring installation in Unit\_\_\_\_ in Building\_\_\_\_ certify that the flooring installation that is other than carpet, meets the Association V requirement that the transmitted sound level reduction is **IIC 60 or greater**.