



Air Conditioning Request Form

Date: _____

Name: _____

Unit #: _____

Manufacturer & Model #: _____

Owner acknowledges:

- Air conditioning Unit will not be affixed permanently to the building interior or exterior (including window and/or frame);
- Air conditioning Unit will only be used for seasonal use;
- Air conditioning Unit must comply with governing documents regarding noise transmission, which shall not cause a disturbance to other;
- Owner is responsible for all costs to repair any damage to the building that is caused by an air conditioning unit.

Signature of Owner

A list of portable air conditioning and cooling units is attached for your review.

Received: _____ Approved by: _____

Date: _____