



## MIRAVISTA KAS3488 FLOORING ALTERATION CHECKLIST

To expedite your application to alter the flooring in your unit please ensure your application form is filled in and includes the following documents.

- 1) The application form with a small drawing and description of the areas to be altered. Your Strata Lot number is required.
- 2) From the Flooring Company, provide the Underlay Specification sheet that shows the sound suppression membrane meets or exceeds the Acoustic STC 75 rating and the Insulation IIC 73 rating. The Mira Vista Bylaw is attached.
- 3) A photo of the flooring and underlay that will be installed.
- 4) A copy of the purchase order for the underlay and flooring.
- 5) A copy of the installer's Work Safe insurance. Installers are familiar with this request.
- 6) A copy of the installer's liability insurance.
- 7) A copy of your Homeowner Insurance showing coverage for \$50,000 Water Leak Deductible

Once you have assembled your Application Package, **attach all the documents in one email** and send it to [miravistabuilding@gmail.com](mailto:miravistabuilding@gmail.com) and it will be sent to Council for review and approval.

