

## **UPDATED PROCESS FOR BAYCREST ROOF REPLACEMENTS**

New tiles have been approved for Baycrest roof replacements. They have been posted on the website.

New application forms for Baycrest are on the Baycrest Website and on the Pelican Landing website. Click here for the [Baycrest Roof Application](#) and complete. Next go to the Pelican Landing website to complete their application.

### **BOTH APPLICATIONS MUST BE COMPLETED.**

Both applications must be completed by **each unit** homeowner in a building. Completed applications must be submitted as a building package, not separately. We have found it is wise to have one of the homeowners in a building be the “building coordinator” for all the homeowners in the building.

Application packets should be delivered (or mailed, if you are out of town) to Cheryl Nye at 25350 Galashields Circle, Bonita Springs, FL 34134.

Cheryl will acknowledge receipt of the application package to the “building coordinator” if an email address is included.

Cheryl will be responsible for getting the required committee and board signatures and for turning the application packet into Pelican Landing Design and Review Committee (DRC).

Each homeowner should receive a letter of approval from Pelican Landing which the building coordinator can copy of the contractor. Work can then begin.