



# VILLA TOWERS

---

## CONDOMINIUM ASSOCIATION

---

### Elevator Protection Pads Request Form

**48-hour notice required**

Moving or delivery of items using the elevators requires that the protective pads are in place in the north elevator prior to use. The south elevator is for passenger use only.

Owner (print name):	
Unit #:	
Date/time pads needed:	
Day(s) of the week (circle): No weekends or holidays	M    T    W    Th    F
Date/time pads can be removed:	
<p>Please confirm that the pads are in place before moving items into the north elevator. Owners are responsible for any damage to the elevators caused by their movers, contractors, renters, or others serving their unit.</p>	
Owner signature:	
Post-moving elevator inspection notes:	
Board signature/date:	

Email completed form to [Board@villatowers.net](mailto:Board@villatowers.net) or insert in the *Villa Towers Incoming Mail Box* in the lobby. Thank you.