



# WATERGATE COMMUNITY ASSOCIATION

8 Captain Drive  
Emeryville, California 94608 (510) 428-0118 Fax: (510) 428-0379  
E-mail: wcaoffice@aol.com Website: www.watergatecommunityassociation.com

## Window Cleaning / Replacement Roof Access Request

Date: \_\_\_\_\_

To: Watergate Community Association  
8 Captain Drive  
Emeryville, CA 94608

Please consider this form as a 48-hour advance notice to request roof access for the purpose of:

window cleaning;  window replacement, for the unit cited below:

Unit \_\_\_\_\_, at \_\_\_\_\_ on (date) \_\_\_\_\_

from (time) \_\_\_\_\_  am  pm (check one), to \_\_\_\_\_  am  pm (check one)

Watergate Security personnel will provide roof access to professionally licensed and appropriately insured personnel only between the hours of 10:00 a.m. and 2:00 p.m., Monday through Friday only (excluding holidays).

Evidence of insurance must be submitted at time of request.

I understand that I will be financially responsible for any damage caused to the roof or resulting damages as a result of this access howsoever caused.

\_\_\_\_\_  
Owner's Name/Date

\_\_\_\_\_  
Home Phone Number/Work Phone Number

\_\_\_\_\_  
Contractor's Name/Date

Evidence of Liability and Workman's  
Compensation insurance provided?

\_\_\_\_\_  
Contractor's License #

Yes  No

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### WCA Office Use Only

Access Approved?  Yes  No

Security Notified?  Yes  No

WCA Authorizing Signature: \_\_\_\_\_ Date: \_\_\_\_\_