



HOMEOWNER NOTICE OF RENOVATION PROJECT

Date of notice: _____

PLEASE PRINT

Owner's Name: _____ **Unit #:** _____

Daytime phone #: _____ **Fax #:** _____

Email Address: _____

Explanation of proposed renovation project: (Including but not limited to; the entire scope/drawings if needed, time frame, and the contractor performing the work.)

Reminder: All applicable Town of Hilton Head permits apply. *Please make sure you have a working fire extinguisher in your villa.*
Please Note: This form may be mailed, faxed, emailed or dropped off at **IMC Resort Services, Inc.**

Mailing / Physical Address:	Attention: Adam Hartzog % Hilton Head Cabanas, HPR 2 Corpus Christi, Ste. #302 Hilton Head Island, SC 29928
EMAIL:	AdamH@IMCHHI.com
Fax:	843-785-4775 ext. 132

2 Corpus Christi # 302	www.IMCResortServices.com	Ph: 843.785.4775
Hilton Head Island, SC 29928		Fx: 843.785.3901