

Approval of Expenditure Pursuant to Board of Directors Resolution

Association Name _____ Date _____

Pacific Central Management shall maintain common areas in accordance with acceptable standards of the board of directors or its committees. Any maintenance or repairs to the Common Area, or any portion of it, that require an expenditure of **more than \$500.00 shall require specific written authorization** from the Board of Directors, pursuant to resolution of the Board of Directors.

Description of Work to be Performed (attach work breakdown if necessary)

Location where work will be performed

Reason for Work

Vendor to Complete Work

Estimated amount over \$500.00 _____

Approval of Work to be Performed (Formal approval will be at a regular board meeting)
(This is an estimate and the final price could vary slightly)

Board Member Approval

X _____ Date _____

Print Name _____

X _____ Date _____

Print Name _____

X _____ Date _____

Print Name _____

X _____ Date _____

Print Name _____

(If phone approval is received, please indicate date, time and who received call)