



Self Help Request

Use this form to request authorization to perform alterations to your home.

Name: _____ Address: _____ Date: _____

Description of Work

Reason for Work

I agree to the following:

- I will not commence work until approval is received from Aurora Military Housing.
- Prior to my final inspection I will remove all alterations and return the unit to the original condition.
- I am financially responsible for all damages to the unit/building resulting from the work notated above.
- I am solely liable for any injuries/damages to all persons resulting from the above notated work.
- By performing the work, I agree and will comply with all requirements notated below (conditions).
- **If requesting approval for interior painting, storage sheds, satellite dish, ceiling fans, shelving or cable outlet installation:** I will review, agree to, and initial next to the terms in the relevant section on the next page.

Signed: _____ (Lessee or Spouse with POA) Date: _____

AMH Use Only

Approved by: _____ Date: _____
Conditions:

Denied by: _____ Date: _____
Reason for Denial:



Common Self Help Requests

STORAGE SHEDS

- The storage shed size cannot exceed 8' (Width) X 8' (Length) X 9' (Height).
- Only one storage shed is permitted for each unit.
- Permanent or temporary electrical wiring, including the use of extension cords, is not permitted.
- Sheds must be kept in good repair at all times.
- The storage shed must be mute in color or painted to match the color of the unit.
- The grounds must be restored to the original condition.
- The storage shed must be located at least 10' from housing unit within the fenced portion of the unit's back yard. If the fenced yard does not extend that far, the shed must be located at the furthest point away from the unit within the fenced yard.

SATELLITE DISH INSTALLATION

- Microcom is the authorized satellite and Direct TV provider on JBER. Please verify with Microcom that your home is serviceable prior to seeking AMH approval.
- The satellite dish must be located outside the fenced yard along the fence or nearby the tree line.
- The satellite dish cannot be attached to the siding, roof, storage shed, fence, or any other fixed structure.
- Satellite dishes placed on JBER are the sole responsibility of the resident and Microcom. AMH is not responsible for any damages to or resulting from the resident Satellite TV assets.
- Cable/lines must use existing penetration (holes) into the unit. No new penetrations can be made through the units siding/exterior walls.

CEILING FANS

- No new wiring for the ceiling fan will be approved.
- A proper brace/bracket mechanism must be used to secure the ceiling fan on the ceiling of the room.
- The original light fixture must be stored within the unit.

INTERIOR PAINTING

- The original paint color can be purchased at Sherwin Williams. Contact maintenance to determine the paint color.
- Primer must be used if the paint color that you choose for the room cannot be covered by one coat of the original paint code. The primer code number is B30 WY 7004 and can also be purchased at Sherwin Williams.

SHELVING

- Shelving must be anchored.

CABLE OUTLETS

- Any alterations must be performed by a licensed GCI technician.