

TO: INCORPORATED VILLAGE OF MUNSEY PARK

DATE: _____

NAME OF ROOFING COMPANY: _____

ADDRESS OF ROOFING COMPANY: _____

Gentlemen,

We are making application for replacement, repair and/or recovering of existing shingles at (insert project address): _____

SECTION 3 BLOCK _____ LOT _____

We will install shingles in place of present shingles. This roofing will match existing in color, type and material.

We also agree not to change or eliminate any architectural feature. Where replacements are necessary, new construction will match the approved original (this refers to ornament, railings, cornices, posts, etc.)

Existing construction that is rotted or in need of replacement will be replaced. New saturated felt shall be installed under all roof shingles min. 30 lbs for slate roofs.

Workmen's Compensation Certificate and Nassau County License has been submitted herewith.

Very truly yours,

By: _____

AREA _____ Sq. Ft.

Print Name

TYPE _____ Material

COLOR _____

Title:

Company: _____

Sworn to before me this

_____ day of _____ 202_____

Notary Public, Nassau County, N.Y.

8/2026