

Common Area Maintenance

| Landscaped areas and common grounds | Х | | |
|----------------------------------------------------|---|---|--|
| Shrubs and trees | Х | | |
| Driveway sealing/replacement | Х | | |
| Snow removal roadway and visitor lots | Х | | |
| Snow removal driveway except 2 feet at garage door | Х | | |
| Driveway de-Icing | | Х | |
| Gutter and downspouts | Х | | |

Decks

| Repair or replacement | Х | Х |
|------------------------------------------------|---|---|
| Staining (Behr solid stain, # SC117 Russet) | Х | Х |
| Maintenance of personal plantings next to deck | Х | |

Doors

| Exterior painting | Х | | |
|-----------------------------------------------------|---|---|---|
| Entry door, frame and glass | | Х | Х |
| Garage door/weatherstripping replacement or repairs | | Х | Х |
| Hardware replacement/repair | | Х | |
| Sliding door and step | | Х | Х |
| Storm door | | Х | Х |

Electrical

| Street lights and entrance lights | Х | | |
|----------------------------------------------------------|---|---|---|
| Building lights & post light in yard - Fixtures | | Х | Х |
| Building lights & post light in yard - Light replacement | | Х | |
| Door bells | | Х | Х |
| Electrical panel box and conduit | | Х | |
| Air conditioner junction box | | Х | |

Exterior of Buildings

| Siding and trim | Х | |
|-----------------|---|--|
| Roof | Х | |
| House numbers | Х | |

Fireplaces & Chimneys

| Interior components | Х | |
|--------------------------|---|---|
| Chimney liner | Х | |
| Chimney cap | Х | Х |
| Chimney/furnace cleaning | Х | |

Front Porch/Steps

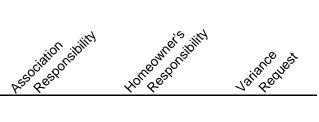
| Structural repairs | Х | Х |
|--------------------------------------|---|---|
| Snow Removal or de-icing, if desired | Х | |

Gutters and Downspouts

| Replace | Х | |
|---------|---|--|
| Clean | Х | |

Heating and Cooling Systems

| Furnace System | Х | |
|---------------------------------------|---|---|
| High efficiency furnace PVC vent pipe | Х | Х |
| Air conditioning system | Х | Х |



Privacy Fence on Deck

| Repairs | Х | |
|---------|---|--|
| Stain | Х | |

Plumbing

| Hose Bib (Outside Faucet) | | Х | |
|---------------------------|---|---|--|
| Exterior Plumbing | Х | | |
| Interior Plumbing | | Х | |

Slate Walk

| Snow Removal or De-Icing | Х | |
|--------------------------|---|---|
| Repairs or replacement | Х | Х |

Windows and Skylights

| Glass replacement | | Х | Х |
|------------------------------------------------|---|---|---|
| Window replacement | | Х | Х |
| Window frames and sills | | Х | |
| Window hardware | | Х | |
| Painting, caulking, weather sealing (Interior) | | Х | |
| Caulking, weather sealing (Exterior) | Х | | |
| Skylight replacement or repair | | Х | Х |

Vents/Exterior and Piping/Interior

| Dryer vent unit/exterior | | Х | Х |
|----------------------------|---|---|---|
| Dryer vent interior piping | | Х | |
| Bathroom exhaust | | Х | Х |
| Furnace vent | | Х | Х |
| Sewer vent pipe | | Х | Х |
| Water heater vent pipe | | Х | Х |
| Soffit vent | Х | | |
| Ridge vent | X | | |

Services and Miscellaneous

| Refuse & recycling collection | Х | | |
|-----------------------------------|---|---|----------|
| Refuse collection of larger items | | Х | |
| Pest control - interior | | Х | |
| Pest control - exterior | Х | | |
| Cable TV & underground cable | | Х | |
| Telephone | | Х | |
| Satellite dish | | Х | X plus |
| | | | addendum |

For a complete list, check your Rules and Guidelines Book. If you need assistance, call Crofton Associates @248-3840