

WINGATE VILLAGE HOA

Maintenance Responsibilities

As an owner of a Wingate Village Townhome and a member of the association, each of us is required to perform required maintenance and repair to our home to protect its value and to assure the safety of the community. These responsibilities are set forth in the various documents which created and govern our association. The list of maintenance responsibilities which follows is provided by our Board as a guide to the homeowners in carrying out their responsibilities. This is not a legal document, nor should it be considered legal advice. This document is solely to be used as a reference. Owners should read and understand the CC&R's to determine their roles and responsibilities.

Description	Owner	HOA	Comments
Air Conditioner & Equipemt	X		
Attic	X		
Building Exterior (Stucco)		X	
Crawl Space	X		
Doord: Entry & Siding			
Painting (Exterior)		X	
Caulking	X		
Replacement	X		
Hardware	X		
Trim Board (Exterior)		X	
Trim Board (Interior)	X		
Thresholds	X		
Doorbell	X		
Operations & Adjustments	X		
Dryer Vents/Bath Vents			
Piping	X		
Cleaning	X		
Exterior Vent Cover	X		
Common Area Fences & Gates			
Operation of Gate		X	
Repairs/Replacement		X	
Patio Fences & Gates			
Operation of Gate	X		
Repairs/Replacement	X		
Gutters/Downspouts/Drains			
Cleaning		X	
Repairs/Replacement		X	
Inside Home Repairs	X		
Insurance			
Contents/Interior Walls, Etc	X		
Exterior Building		X	
Lighting			
Streetlights		X	
Parking Lot Lights		X	

Front and Back Light Fixtures		X	Owners to change light bulbs
Mailboxes			Post Office
Painting			
Interior (All)	X		
Exterior		X	
Pest & Pet Control			
Insects, Rodents, or Animals			HOA can choose to provide exterior pest control services
Pet Excrements	X		
Roads			
Sealing		X	
Repairs/Replacement, Signage		X	
Roofs			
Shingles, Venting & Cleaning		X	
Flashing		X	
Power Attic Venting	X		
Roof Leak Damage			
Interior Repairs	X		Up to deductible (10K)
Exterior Repairs		X	
Satellite/Antenna	X		
Screens			
Doors	X		
Windows	X		
Sidewalks, Stoops, Patios, Steps, Porches		X	
Skylights			
Caulking		X	
Flashing		X	
Glass/Pane	X		
Hardware	X		
Replacement	X		
Sprinkler System			
Repairs/Replacement		X	
Changes/Additions		X	
Taxes	X		HOA is exempt from property taxes
Trash, Rubbish & Garbage			
Internal Storage	X		
Removal of Trash Placed in Receptacles		X	
Utilities (Water, Gas, & Electric)			
From Main Hookup and in Unit	X		
To Main Hookup		X	
External Water Spouts	X		
Windows			
Coverings	X		
Glazing	X		
Painting and Caulking (Interior)	X		

Glass	X		
Washing	X		
Unit Replacement (Like kind and quality)	X		
Wiring & Conduits			
Telephone	X		
T.V./Cable/Satellite	X		
Interior	X		
Exterior (Power/Electric)	X		
Yard Signs			
Real Estate for Sale	X		Subject to rules
Other Types	X		Subject to rules