

## FOX CHASE

Below is a guide to maintenance responsibilities for various elements of condominium units, common elements, and limited common elements. It's only a general aid. The controlling documents are the Master Deed, Bylaws and policies adopted by the Board of Directors thereunder, and all final will be governed by those documents and policies. Casualty losses covered by insurance are generally paid for with insurance proceeds.

#	ITEM	OWNER	ASSOC	COMMENTS
1	All up-grades from basic standard	x		
2	All Appliances	x		
3	Air Conditioner - Including pad	x		
4	Basement walls & floors		x	All upgrades are owners
5	Cable/Satellite Dish	x		Must have Board Approval before Installation
6	Carpets	x		
7	Caulking - External		x	
8	Caulking - internal	x		
9	Damages covered by Assoc Ins Policy		x	
10	Decks / Patios	x		
11	Decks - Areas under all decks	x		
12	Door bells & buttons	x	x	Owner is responsible for the chime
13	Driveways		x	
14	Drains except main	x		
15	Edging material around beds	x		
16	Electrical lines at & after meter		x	
17	Electrical lines up to panel		x	
18	Electrical panel, outlets & fixtures	x		
19	Entry door repair & replacement	x		
20	Exterior vent outlets		x	That were builder installed.
21	Extermination - External		x	
22	Extermination - Internal		x	
23	Furnaces	x		
24	Furniture	x		
25	Garage door openers	x		
26	Garage door repair or replacement	x		Co-owners responsibility
27	Garage floors		x	
28	Gas line, main only		x	
29	Gas line all except main	x		
30	Gutter & downspout cleaning		x	
31	Gutter & downspout replacement/repair		x	
32	House numbers		x	
33	Structural elements		x	
34	Interior decorating (paint, wallpaper, etc.)	x		
35	Interior vent pipes (dryer, bathroom, etc.)	x	x	Dryer Owner/Bathroom Association
36	Interior walls, floors & ceiling surfaces	x		
37	Lawn sprinkler system		x	
38	Lawns		x	
39	Landscape around unit	x		Must have Board Approval before any landscape project is started

40	Light bulbs - external	x		
41	Light bulbs - Internal	x		
42	Light fixtures - Garage front & light sensor		x	
43	Light fixtures - Internal	x		
44	Light fixtures - Porch		x	
45	Light fixtures - Side & back		x	
46	Outside trim boards		x	
47	Patio	x		
48	Plumbing fixtures internal	x		
49	Roof		x	
50	Security lights		x	
51	Security system	x		
52	Sewer backups		x	
53	Sewer lines		x	
54	Shrubs & flower beds around unit	x		Association trims twice per year
55	Shrubs & flower beds in common area		x	
56	Siding - Brick, vinyl or wood trim		x	
57	Smoke detectors	x		
58	Snow removal - Streets, driveways & walks		x	
59	Splash blocks		x	
60	Storm doors	x		
61	Storm sewer system		x	
62	Sump pump (main), internal & external lines		x	
63	Sump pump (backup), and lines	x		
64	Telephone and lines	x		
65	Toilet and wax ring	x		
66	Trees/Shrubs in Common Areas		x	The Association will take out shrubs that were builder installed
67	Walkways		x	
68	Water heaters	x		
69	Water lines up to shut off valves		x	
70	Water lines including shut offs and fixtures	x		
71	Window & door wall frames	x		
72	Window & door wall replacement	x		
73	Window & door wall screens	x		
74	Windows / Basement	x		
	If you are not sure of responsibility			
	check with the maintenance department.			
	For all Exterior Modifications to Limited or	Common areas, the requestor must submit a Request for		
	Modification by Co-Owner and be approved before any	type of Modification can be started		
<b>IF YOU PLAN ANY DIGGING IN YOUR LIMITED COMMON AREA, AFTER RECEIVING BOARD APPROVAL, YOU MUST FIRST CONTACT MISS DIG.</b>				
<b>ALL MODIFICATIONS DONE BY A CURRENT OR PREVIOUS CO-OWNER IS THE RESPONSIBILITY OF THE CURRENT CO-OWNER.</b>				