

## KINGSBROOKE ASSOCIATION MAINTENANCE LIST

<b>Maintenance</b>	<b>Responsible Party</b>
Dryer Vents/Chimneys	Unit Owner. The Association will provide the service to clean out the vent/chimney, but the cost will be charged back to the Unit Owner.
Drywall Damage	Damage resulting from a leak in the roof is the Association's responsibility; stress cracks in drywall are the Unit Owner's responsibility
Extermination	Association for wasps only.
Garage Doors	Unit Owner.
Doors/Units	Unit Owner.
Intercom/Doorbell	Association.
Light Bulbs	The cleaning crew will change light bulbs in the common hall. Management will change outside lights.
Roofs	All roof repairs will be done by the Association.
Interior leaks from the roof	The Association will repair the drywall to the primer coat.
Snow Removal	Association.
Landscaping	Association, other than Unit Owner flower beds.
Water Shut-Off	Public shut-off in water meter closed on one side of eight (8) unit building. Individual units in closet on main floor.
Windows	Unit Owners are responsible for maintenance and repair including vandalism.
Water Pipes	Each Unit Owner is responsible for their pipes from the meter to their unit. The Association is responsible from the meter to the main line.
Backups	Backups in the kitchen are charged back to each Unit that shares the drain.
Circuit Breakers	Storage closet in garage all of one side of the eight (8) Unit Buildings. Each Unit has their own in the utility room, which is the Unit Owner's responsibility.
Exterior Patio Fixtures	Unit Owner.
Painting	Interior common hall and exterior building is the Association's responsibility.
Window Screens	Unit Owner.
Carpet Cleaning	Interior common hall; Association responsibility.
Appliances	Stove, refrigerator, dishwasher, air conditioner, furnace, microwave, etc. are the Unit Owner's responsibility.
Patio/Unit Front Doors	Unit Owner.
Antennas	Association.
Furnace Flue	Unit Owner.
Mailboxes	Association.
Mailbox Locks	Unit Owner.
Limited Common Elements	Unit Owners must contact the Association if there is water infiltration or damage between Units.