

HIDDEN DUNES CONDOMINIUMS

Maintenance Checklist

ITEM	ASSOC	OWNER
ALL NORMAL REPAIRS TO BUILDING EXTERIOR		
Chimney Caps	X	
Foundation - cracks & leaks	X	
Painting	X	
Brick - mortar & Spalling	X	
EXTERIOR DOORS & STORM DOORS		
Exterior Face	X	
Interior Face		X
Locks & Hinges		X
WINDOWS & SLIDERS		
Sills & Frames		X
Screens		X
Glass Panes		X
Normal Breakage		X
Operating Mechanism Repair		X
Cleaning		X
Skylights		X
EAVES TROUGHS		
Original	X	
Added for Water Control	X	
Cleaning	X	
GARAGE		
Floors		X
Overhead Door		X
Door Operating Mechanism		X
Exterior Light Fixtures & Lights	X	
GROUNDS & LANDSCAPING		
Open Areas	X	
Irrigation & Sprinklers	X	
PEST CONTROL & EXTERMINATION		
Extermination/structural		X
Termites, Carpenter Ants		X
Extermination/Exterior	X	
Bees, Wasps, & Hornets - Exterior	X	
EXTERIOR LIGHTS		
TRASH PICKUP		
Curbside	X	
Recycle - if included in trash pickup	X	
UTILITY LINES		

Electric - up to Meter		Utility Co.
Electric - Meter to throughout condo, including outside outlets		X
Gas - up to Meter		Utility Co.
Gas - Meter to throughout condo		X
Water - up to Meter		Utility Co.
Water - Meter to throughout condo, including outside spigot		X
Sewer - up to Building Wall		Utility Co.
Telephone - up to Junction Box		Utility Co.
TV - up to Junction Box		Utility Co.
ALL NORMAL REPAIRS TO BUILDING INTERIOR		
Basement Floor		X
Plaster Cracks		X
Painting & Wallpaper		X
Exterior Leak	X	
Carpeting		X
Personal Property		X
Furnaces - including flues & ducts		X
Air Conditioners		X
Cement slab under condenser	X	
Water Heater		X
Driveways, Aprons, Sidewalks	X	
Snow Removal	X	
Steps & Stoops - Exterior, Maintenance	X	
Retainer Walls	X	
Wall between condos on decks	X	
Decks		
Railings & Steps		X
Flooring		X
Deck Sealing		X
Deck Power washing		X
Deck cleaning - liter & debris		X
Patios		
Open Areas		X
Under Decks		X