

MAINTENANCE RESPONSIBILITY CHECKLIST

Lake Grove

#285

Dated: November 2010

Condominiums: _____

Townhouses: _____

Single Family: _____

Other: _____

Unit Interior

Assoc.

Owner

Unit Exterior - Cont.:

Assoc.

Owner

Air Conditioning & Heating	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Appliances - built in	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Appliances - free standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carpeting	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Caulking - bathroom, kitchens	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chimneys - flues	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chimneys - sweeping	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doorbell - components	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - glass	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fireplaces - chimney sweeping	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fireplaces - repair firebox	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fireplaces - repair mantle	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fireplaces - repair stone/bricks(interior)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floor coverings - carpet	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floor coverings - vinyl	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floor coverings - tile (ceramic)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floor coverings - tile (vinyl)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floor coverings - wood	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Garbage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hot water heater	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lighting fixtures	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Wall - partition	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Wallpaper and Paneling	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Window glass/ screens	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Window flashing & waterproofing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Window frames	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Window hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Roof:

Roof decking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof flashing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof shingles/tiles	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof underlayment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof vents	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Unit Exterior:

Air conditioning unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Antennas (owner installed)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Buildings surfaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Caulking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chimneys	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doorbell - component/button	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - entry - interior surface	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - entry -flashing/waterproofing (repair and replacement)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doors - entry frame and door (repair and replacement)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doors - entry - locks & hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - entry - painting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doors - screen	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Doors - sliding	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - sliding - frame & track	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - security	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - utility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fireplace - repair exterior (stone/bricks)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Furnace	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lighting fixtures (switch inside)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Planters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stucco - painting/coloring	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stucco - repair & replacement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trim - wood - maint./replace	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trim - wood - painting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wall - bearing & party walls	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stairways/railing/halls (common area)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rain gutters	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Exclusive Use Areas/ Patios/Decks:

Drains - Decks	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Deck Surface-cleaning, sealing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Deck structure and surface	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deck railings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deck/Patio sliding doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Deck/Patio sliding doors (flashing & waterproofing)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deck/Patio sliding doors (frame & threshold)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deck/Patio sliding doors - hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Garage / Carports / Storage:

Parking spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doors - garage (electric openers & remotes)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - garage locks & hardwares	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Doors - garage - painting exterior	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Doors - garage - replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carports Interior	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Storage Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Owners are responsible for repairs that are required as a result of their negligence or intentional damage to the common areas.

