

Checklist for Contractors

This list applies to and shall be given to Contractors hired by the Association and to Contractors hired by individual Unit owners. For Contractors hired by the Association, the English Towers' staff is responsible for ensuring that the Contractors are in compliance with the requirements below. Individual homeowners are responsible for ensuring that their Contractors are in compliance.

English Towers requires a copy of contractors' License(s), Insurance Certificate, and Permit(s) before work begins.

All construction work must conform to Maryland State and Worcester County building codes.

All electrical wiring connections between aluminum & copper wires MUST use Alumicon connectors only.

All water piping MUST be copper (no CPVC), and no "sharkbites" are to be used for connections.

At no times shall any Contractor or Homeowner Tamper or change any Smoke and/or Heat detectors including the Alarms in the units without sole approval of the ETCA property manager..

We ask that you kindly assist us in respecting English Towers Homeowners' property by adhering to the following:

Confining work to the hours of 9 AM to 4 PM;

Refraining from playing loud music/radios and smoking except in the designated area by dog area;

Using ONLY the South entrance unless directed by management;

Using ONLY the gray tubs in the rear of the building to move your equipment/supplies; if you can't locate one, please ask in the office;

Using ONLY the North elevator with pads in place; if pads aren't there, please contact the Manager or other staff member;

Spreading drop cloths liberally in the work area and cleaning up each evening;

NOT using Homeowners' bathrooms/toilets; the water is OFF and toilets won't flush; please use ONLY the restrooms in the Lobby;

Making sure the Unit's main door (and storm door, if any) is securely latched/locked, that any deadbolt is left in the position (locked/unlocked) you found it in, and that storm shutters are returned to the position you found them in; and **if keys to the units are provided by the office they must NOT leave the property at any time.**

All construction debris must be removed from the site by the Contractor.

Parking by the building is for owners not contractors, contractors must park away from building to allow ample parking for owners

If no one is in the office, please call Russell Hobbs 410-299-1448.