

## TIMBER RIDGE MAINTENANCE MATRIX

| MAINTENANCE<br>ITEM | ASSOC<br>RESPONSIBILLTY | CO-OWNERS<br>RESPONSIBILITY | COMMENTS         |
|---------------------|-------------------------|-----------------------------|------------------|
| ELECTRIC INT        |                         | X                           | INSIDE THE UNIT  |
| CIRCUIT BREAKER     |                         | X                           | "                |
| FIXTURES INT        |                         | X                           | "                |
| OUTLETS / SWITCH    |                         | X                           | "                |
| FLOOR COVERING      |                         | X                           | "                |
|                     |                         |                             | "                |
| APPLIANCES          |                         | X                           | "                |
| DISHWASHER          |                         | X                           | "                |
| STOVE               |                         | X                           | "                |
| REFRIGERATOR        |                         | X                           | "                |
| WASHER / DRYER      |                         | X                           | "                |
| DISPOSAL            |                         | X                           | "                |
| DRAINS              |                         | X                           | "                |
| FAUCETS LEAKS       |                         | X                           | "                |
| AIR CONDITIONER     |                         |                             | "                |
| FAN                 |                         | X                           | "                |
| COMPRESSOR          |                         | X                           | "                |
|                     |                         |                             |                  |
| LANDSCAPING         | X                       |                             | OUTSIDE THE UNIT |
| SNOW REMOVAL        | X                       |                             | "                |
| WALKWAYS            | X                       |                             | "                |
| COMMON AREA         | X                       |                             | "                |
| FLOWER BEDS         | X                       |                             | "                |
| TREE & SHRUB        | X                       |                             | "                |
| RET WALL #1 build   | X                       |                             | Buildings wall   |
| RET WALL #2 park    | X                       |                             | Parking Lot wall |
| PARKING LOT         | X                       |                             | "                |
|                     |                         |                             |                  |

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|                 |   |   |                  |
|-----------------|---|---|------------------|
| APPLIANCES      |   | X | INSIDE THE UNIT  |
| DISHWASHER      |   | X | "                |
| STOVE           |   | X | "                |
| REFRIGERATOR    |   | X | "                |
| WASHER / DRYER  |   | X | "                |
| DISPOSAL        |   | X | "                |
| DRAINS          |   | X | "                |
| FAUCETS LEAKS   |   | X | "                |
|                 |   |   |                  |
| BUILDINGS EXT   | X |   | OUTSIDE THE UNIT |
| STAINING "      | X |   | "                |
| DOORS "         | X |   | "                |
| WINDOWS "       | X |   | "                |
| OUTSIDE FIXTURE | X |   | "                |
| MALFUNCTION     | X |   | "                |
| PIPES, SEWER    | X |   | "                |
| SUB FLOOR       | X |   | "                |
|                 |   |   |                  |