

ASSOCIATION RECORDS REQUEST PROCEDURE

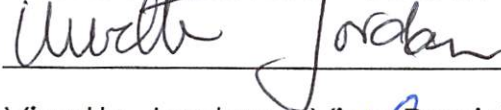
January 19, 2023

Upon written receipt from a unit owner for official records of the association the office shall within 48 hour notify the board of the request and agree upon a time for the inspection within ten working days.

Inspection may take place during normal business hours of 9am-4pm on Tuesday, Wednesday, or Friday. The unit owner may request any copies of any official record at a cost of 25 cents per copy. The unit owner may use a camera to take photos of any official record at no charge. The complete list of requested official records must be provided in the original request. Additional requests at time of inspection will be accepted at the discretion of the Community Association Manager.

  
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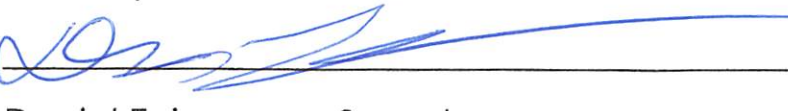
Michael Amoroso – Board President

  
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Vivette Jordan – Vice President

  
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Zachary Huffman – Treasurer

  
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Daniel Feierman – Secretary

  
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Lisa Sikes - Director

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