

**FOUNTAINHEAD WEST CONDOMINIUMS**  
**1017 Stevens Creek Road**  
**Augusta, GA 30907**  
**fountainheadwest@gmail.com**



October 12, 2020

Dear Owners:

Your Board of Directors is doing our best to bring the Association into complete compliance to the ordinances of our Governing Statutes and Documents. There are certain elements in the documents whereas the Owners need to comply, however, in the past have not been fully implemented.

Because of recent issues that have affected the way the Association can conduct business, especially the recent fire in the D-Building, we are hereby bringing to your attention information that is required, however has not been provided by you. These requirements are governed by our Covenants, Rules, Declaration, and the Georgia Condominium Act.

In accordance with ARTICLE VII – OBLIGATIONS OF THE OWNERS, SECTION 3. Notices: An owner who mortgages his/her Unit or executes and delivers a deed to secure debt or other security instrument which shall be or become a lien on the Unit shall notify and Association through the President or the Board of Directors of the name and address of his mortgagee, or the holder of such deed to secure debt or security instrument, and thereby authorizes the Association to furnish such information as such mortgagees may request respecting unpaid assessments, taxes, or other information concerning such deed to secure debt and the Unit encumbered thereby.

UNIT NUMBER: \_\_\_\_\_

OWNER'S NAME (AS RECORDED ON THE PROPERTY DEED): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER(s) (Home) \_\_\_\_\_ (Mobil) \_\_\_\_\_ (Business) \_\_\_\_\_

My condominium unit is mortgaged or has a security debt. YES \_\_\_\_ NO \_\_\_\_

**If YES**, Please complete information regarding mortgage or security debt below.

Mortgage Company Name or Holder of Deed for Debt or Security:

\_\_\_\_\_

Mailing Address of the Mortgage Company or Holder of Deed:

\_\_\_\_\_

Account Number: \_\_\_\_\_

ARTICLE EIGHT – INSURANCE, SECTION 1. Insurance Guidelines: (h) Any Unit Owner who obtains an individual insurance policy covering his unit, or limited common elements appurtenant thereto, other than for coverage attributable to improvements made by such owner at his expense and personal property belonging to such

Owner, shall be required to file a copy of each such individual policy with the Associations' Board of Directors within 30 days after purchase of such insurance.

I have insurance: YES \_\_\_\_\_ NO \_\_\_\_\_

**If YES**, Please attach a copy of the policy.

All above required information shall be provided to the Association office no later than October 30, 2020 or emailed to fountainheadwest@gmail.com. Failure to comply with the above regulations will result in fines being levied against the Owner of said Unit(s) in an amount of twenty dollars (\$20.00) for each failure to comply with said rules or with any condominium instruments, and to suspend temporarily the right to use certain of the common elements. This fine will be added to the Owner's membership account and will be subject to applicable late fees and interest penalties.

We want to apologize for any inconvenience this request may create, however again, to conduct certain business for the Association being in compliance is a requirement of our governing documents and this information is essential.

Sincerely,

Fountainhead Board of Directors