

Dear Villas West Owner:

We are excited to be back into our painting schedule and your building is scheduled to be painted in the next few months. **You will receive a notice from the painting contractor, Golden Contractors, 72 hours before they start on your building.** This letter is to provide you with important information prior to painting. Please review in case you need to notify the office that you would like your metal bars removed permanently from in front of your living room window and/or you will need help in moving furniture, etc. away from building.

Buildings to be painted starting with Peña (483, 457, 403, 317, 276, 277, 189, 104)

Paseo Quinta (134, 175, 186, 235, 223, 274, 445, 444)

Paseo Sarta (457, 445, 403, 276, 218, 189)

Paseo Tierra (261)

Peñasco (385) and **Paseo Peña** (220, 341)

Notes For Owner's Getting Building Painted:

- If you will need help moving furniture and decorations away from the building please let the office know. -
- If you still have "black iron bars" in front of your windows and would like them removed permanently, let the office know and they will be removed and the area repaired before painting.
- If you have a shed, this will also be painted to maintain the aesthetic value of the building and you will be charged \$50 (at cost). If you feel that you cannot pay this amount all at once when you receive your bill, please contact the office about a payment plan.
- If you have plants along the inside of your patio wall, you will want to trim them away from the wall as much as possible so they will be easy to cover and paint behind by the painters. Villas West landscaping personnel will trim any trees/shrubs, etc. near the building in the common area.
- Black iron bars, original front/back door and screen door and original windows not painted by contractor – will be handled by Villas West staff.
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Thank you for your assistance,

JD Sotelo, General Manager

