



January 20, 2026

Eastwood Pines Townhomes Association, Inc.  
2904 Pine Cone Circle  
Clearwater, Florida 33760

Dear Michael Diorio,

Thank you for considering Felten Property Assessment Team for your property inspection needs. Enclosed in this proposal package you will find the following items for your review:

- Agreement to Provide Services
- FPAT Liability Insurance Information & Signed W-9

Below is a breakdown of your cost estimate based upon the information that was provided to us. If the information provided differs from what is noted the cost estimate is subject to change. Please complete the attached Agreement and either Email, Fax, or Mail back to us. Upon receiving the signed agreement, we will make contact to schedule an inspection of the properties. This proposal includes the following reports:

- WIND MITIGATION UPDATE - MUD

The Description of Work and cost breakdown for the above selected services is as follows:

(1) 2-Story Residential Building - Bldg 7

If additional buildings or site improvements are identified on the day of inspection that were not included in the scope outlined above, FPAT reserves the right to adjust the service fee accordingly.

Total Service Fee: Two Hundred Dollars and No Cents (\$200.00)

When you return the signed Agreement please be sure to include the following contact information:

- Person to assist us with scheduling appointments
- Person who will assist us in gaining access during the inspection process

We thank you for the opportunity to present this proposal.

Sincerely,

**Brad Felten**  
Managing Member  
Felten Property Assessment Team

**Felten Professional Adjustment Team, LLC.**  
**dba Felten Property Assessment Team**  
143 8<sup>th</sup> Ave N  
Safety Harbor, FL 34695



## AGREEMENT TO PROVIDE SERVICES

The pricing terms and conditions included in this Agreement were prepared on January 20, 2026 and shall be guaranteed from one hundred eighty (180) days of this date.

### I. PARTIES

This Agreement is made and entered into by and between:

- a. Felten Professional Adjustment Team, LLC., of 143 8<sup>th</sup> Ave N, Safety Harbor, FL 34695 ("FPAT"), and
- b. Eastwood Pines Townhomes Association, Inc. of 2904 Pine Cone Circle , Clearwater, Florida 33760 ("Customer").

### II. DESCRIPTION OF WORK

FPAT agrees to provide and pay for all materials, equipment and labor required for the timely performance of the following services:

Windstorm Mitigation Verification Inspection: all eligible items listed below will be inspected thoroughly for windstorm mitigation features. For Type I (3 stories or less) buildings, FPAT will complete the OIR-B1-1802 affidavit. For Type II & III (4 stories and up) buildings, FPAT will complete the MIT-BT II & III affidavit and the OIR-B1-1802 affidavit. If the Customer fails to provided access to the buildings listed below, it may result in a "No attic access" certification on the appropriate affidavit. FPAT will NOT go "door knocking" for attic access without being accompanied by an association representative. If FPAT has to make multiple visits to the property to gain attic access, additional fees may apply.

FPAT agrees to perform the above selected services located at Eastwood Pines Townhomes of 2904 Pine Cone Circle, Clearwater, Florida 33760 ("Property") for the following items:

- (1) 2-Story Residential Building - Bldg 7

If additional buildings or site improvements are identified on the day of inspection that were not included in the scope outlined above, FPAT reserves the right to adjust the service fee accordingly.

### III. PROFESSIONAL RESPONSIBILITY

Customer understands that:

1. This agreement does not create any employee/employer relationship between FPAT and Customer.
2. It is the parties' intention that FPAT will be an independent contractor and not the Customer's employee or agent for any purposes.
3. The fulfillment of the terms of this Agreement is not contingent upon producing or reporting any predetermined results.
4. FPAT has no present or prospective interest in the subject property of this report.

5. FPAT has no bias with respect to the subject property of this report or to the parties involved.
6. FPAT's compensation is not contingent on any action or event resulting from this report.

#### **IV. PRIMARY DUTIES**

Customer agrees to provide the following but not limited to:

1. to provide FPAT with accessibility to all and any building(s), properties and areas necessary to complete the above listed services including arranging interior access with unit owners;
2. to provide FPAT with building plans if available and requested;
3. to provide FPAT with previous and existing insurance documents;
4. to provide FPAT with requested association documents if applicable;
5. to provide FPAT with deferred maintenance documentation.

#### **V. LIABILITY**

FPAT and Customer agree:

1. Customer has not assumed liability of any FPAT representative or employee during performance of services listed in this Agreement.
2. FPAT carries appropriate insurance required to perform the above services. All insurance documentation is available upon request (see attached).
3. The report provided by FPAT is to be used solely for the purposes contained within the published report. FPAT does not assume any liability arising from the unauthorized or improper use of the information provided in its report.

#### **VI. TERMS OF PAYMENT**

1. Customer agrees to pay FPAT the total sum of **Two Hundred Dollars and No Cents (\$200.00)** plus any necessary outside services incurred (e.g. copies of building plans, building department fees for permits and building plans, etc.)
2. Customer agrees to provide payment before the report is released to the customer.

#### **VII. HOLD HARMLESS**

CUSTOMER agrees that Service is being performed for CUSTOMER'S sole and exclusive benefit and use. The Service, including any written report provided to CUSTOMER, is not intended to benefit any person or entity not a party to this Agreement. FPAT does not assume any liability arising from the unauthorized or improper use of the information provided in its reports. If CUSTOMER allows or causes any written report or a portion thereof to be distributed to any third party, CUSTOMER agrees to defend and hold FPAT harmless for any claims or actions made based upon the report or this Agreement brought by any third party.

#### **VIII. VENUE AND JURISDICTION**

The laws of the State of Florida shall govern the construction and interpretation of this agreement. Any action brought to enforce the terms and conditions of this Agreement shall be brought in the Sixth Judicial Circuit in and for Pinellas County, Florida.

**IX. ENTIRE AGREEMENT**

This Agreement contains the entire agreement between FPAT and Customer Any modifications or alterations to this Agreement are void unless in writing and executed by both parties to this Agreement.

BY SIGNING BELOW, CUSTOMER HEREBY AGREES TO PAY THE TOTAL PRICE INDICATED ABOVE FOR PERFORMANCE OF THE SERVICE ON THE PROPERTY. CUSTOMER ACKNOWLEDGES AND AGREES THAT SHE/HE/IT HAS READ, UNDERSTANDS, AND AGREES TO ALL THE TERMS AND CONDITIONS OF THIS AGREEMENT INCLUDING BUT NOT LIMITED TO THE HOLD HARMLESS AND LIMITATION ON LIABILITY CLAUSES.

**SIGNED:**   
\_\_\_\_\_  
Brad Felten, Managing Member

**ACCEPTED BY:**  4/16/26  
\_\_\_\_\_  
Signature Date

Frank Capsas 813-598-8157  
\_\_\_\_\_  
Name (Please Print) Phone Number  
  
ewpthapresident@gmail.com  
\_\_\_\_\_  
Email

**CONTACT PERSON IF DIFFERENT FROM ABOVE:** Brett Newby bnewby@ameritechmail.com 727-726-8000 ext. 253  
\_\_\_\_\_  
Name (Please Print) Phone Number

**REPORT DELIVERY METHOD:** Email Delivery - Included at no additional fee.

**RESERVE STUDY PROPOSAL:** Congratulations! By executing this service agreement this property qualifies for a discount on our Reserve Study Services. If you would like to receive a proposal, simply check "Yes" below.\*  
  
 **No, we are not interested**  
 **Yes, please email us a proposal**  
  
\*A reserve study is a separate service and does not change the price of this service agreement, which is clearly stated in Section VI. This discount does **NOT** apply to Reserve Study Updates.