

WOODHOLLOW RULES & REGULATIONS

These Rules & Regulations are supplementary to the Use Restrictions, which are located in the Declaration and By-Laws of the Woodhollow Condominium Association. The Declaration Use Restrictions are located on page 10 and 11. Please review them along with these Rules and Regulations.

GENERAL RULES

1. No resident shall obstruct the common elements in any way. Storage of any article or personal item on the common elements, including hallway, is prohibited. Anything stored on common elements will be removed and disposed of by the Association after proper notice has been served, where possible.
2. No owner of any unit shall carry on or permit to be carried on, any practice which unreasonably interferes with the quiet enjoyment of another unit or the common elements, or which creates or results in a hazard or nuisance or affects the insurance coverage of the property.
3. No noxious or offensive activity, or trade of any kind, may be carried on in any unit or common area. Nor shall anything be done thereon which may be or become an annoyance or nuisance to the community.
4. The owner shall maintain the unit in a safe, clean and sanitary manner and in a condition of good order and repair.
5. Seasonal decorations are permitted on windows, doors, patios and balconies during the holiday season for a reasonable period of time, one week before Thanksgiving and removed on or before January 15th. The Association reserves the right to request the removal of any decorations, which in its opinion, creates an unsightly appearance. All other holidays, decorations are permitted 7 days prior to the holiday and 4 days after.
6. Any damage to Association property caused by any owner, their tenant or visitors, shall be repaired by the Association at the expense of the unit owner.
7. Please report any damage or problems concerning common elements to the Management Company. This includes not properly operating site lighting, dumpster enclosure repairs etc.
8. Parents will be held responsible for the actions of their children and their children's guests.

9. The use of charcoal grills is not permitted within any unit, on any patio or balcony, or anywhere on the common elements. Gas or electric grills may be used, but these must be properly maintained and used in a safe manner. Such grills must be placed so that the heat will not cause damage to the siding or other parts of the building exterior. The Association at the unit owner's expense will repair any damage that occurs. Grills may be stored on the patio or balcony, but not on the common elements.
10. Combustibles, flammables and toxic materials (paints, paper, fabrics, etc.) must not be stored in any utility room as they create a fire hazard. The fresh air vent opening, which is installed to supply combustion air for the gas heaters, may not be covered or obstructed.
11. No one shall use, or permit to be brought into any unit or onto the patio or balcony of any unit, any flammable oil or fluid. This includes materials such as gasoline, kerosene, carbon tetrachloride, naphtha or benzene; or explosives or fireworks; or articles deemed extra-hazardous to life, limb or property; or any other item that would increase the fire rating of the unit.
12. No walkways or hallways are to be obstructed or used for any purpose other than pedestrian traffic.
13. No bicycles, scooters, toys or any other personal articles shall be allowed to stand unattended on any common element.
14. Play and activities should be directed away from vehicles and buildings.
15. Bicyclist may not use walkways, steps or lawn areas.
16. No window air conditioners or window fans are allowed in any unit.
17. All windows and sliding door must have white or off-white, tan, beige or ivory surfaces of shades, blinds, drapes, curtains, etc. facing the building exterior to public view. Window treatments are required.
18. Carpeting shall be maintained on all floor areas of a second floor condominium except entrance foyers, kitchens, utility rooms and bathrooms.
19. Storm doors are permitted. See attached detail specifications.

20. "For Rent", "For Sale" and "Sold" signs (by real estate brokers or owners); advertising or promotional signs; balloons, banners, advertisements, flags (except the American Flag); etc. are prohibited from public view whether on the unit or within the unit at windows or doors or on the common ground. "Open House" signs may be permitted at curbside only on the day of the Open House and must be removed at the close of the Open House.
21. Only one American flag (3' x 5' maximum size) is permitted to be displayed to public view. The flag pole holder must be mounted on the outside of the corner post of the patio or balcony.
22. Decorative ornaments and other items cannot be attached to the patio/balcony railings or posts. The owner will be held responsible for any damage. The cost of repair or replacement posts will be charged to the unit owners' Association account.
23. No indoor type carpeting, whether bound or unbound, is to be used at the exterior entry door. Only standard exterior type doormats may be used.
24. The exterior of any unit may not be changed in any way, without the prior written consent of the Board of Directors, to whom requests for changes must be submitted in writing. Please see the attached Architectural Change Request Form. This includes alterations to or installation of windows, doors and storm doors.
25. No exterior antennae or aerials are permitted. The Association may determine the size and location of a satellite dish. Please refer to Satellite Dish Regulations for more details.
26. No security signs are allowed on or in the common element. Only one (1) security sticker may be displayed per home. Placement is allowed only on one window or the front door. The maximum sticker size is 6 inches in diameter.
27. No awnings, window grills, balcony/patio enclosures, canopies, shutters, radio or television antenna or aerials shall be erected or installed in or upon the common ground, buildings, decks or patios.
28. Please do not store personal items in the outside utility closet. This utility area must be kept clean and clear of any material so as not to create a fire hazard.

LEASING OF UNITS

1. All leased units are subject to the Leasing Use Restrictions on page 11 of the Declaration.
2. Each dwelling unit shall be used for residential purposes only and shall not be occupied by more persons, including children, than the maximum permitted by law for such dwelling units. Each unit shall be used as a residence for a single family or housekeeping unit. No unit may be leased or subleased to a corporation, organization or individual for transient usage or hotel purposes.
3. No unit owner shall be permitted to lease their unit unless the unit owner has complied with the relevant provisions of the Declaration, the By-Laws and any applicable rules & regulations. All leases must be in writing and for a term of not less than one (1) year. All leases shall provide that the tenant shall be subject in all respects to the provisions of the Declaration, the By-Laws and Rules & Regulations of the Condominium Association promulgated from time to time by the Board of Directors. The leasing of a unit shall not affect the liability of the unit owner with respect to his obligations under the Declaration, the By-Laws and any Rules & Regulations of the Condominium Association.
4. The lesser must provide the lessee with all documents applicable to a lessee. These documents must include, but are not limited to, a copy of the current Declaration (which include the use restrictions), the Bylaws and the Rules & Regulations.
5. The unit owner is responsible for the conduct of their tenants with respect to the Association's Declaration, By-Laws and Rules & Regulations.

LIMITED COMMON ELEMENTS (PATIOS & BALCONIES)

1. Unit owners/residents are responsible for repairing and maintaining the limited common elements (patios and balconies) of their respective units in a neat and orderly fashion at all times.
2. No trash or trash receptacles are permitted on the limited common elements.
3. Patios and balconies are not for storage. Only patio furniture, plants and gas barbecue grills shall be permitted in these areas.
4. No laundry, swimming suits, towels, etc. may be hung, placed or dried outside the unit. This includes on balcony or patio railings. No clotheslines or drying racks of any kind shall be permitted.
5. Firewood may be stored on the balcony or patio. However, no more than one-half a cord of firewood is permitted to be stored at any one time. The owner is responsible for any damage caused by the use or storage of firewood on the patio or balcony.

PETS REGULATIONS

1. No animal of any kind shall be bred in any unit or maintained for any commercial purposes.
2. Dogs, cats and other house hold pets are permitted. However, in no event shall there be more than two (2) household pets per unit.
3. All pets shall be vaccinated against rabies and/or other diseases, and must be registered with Montgomery County as required by law.
4. When outside, pets must be carried or on a leash and be attended by a responsible person at all times. No pet shall be permitted to run loose or uncontrolled in or on the common elements. Pets may not be left outdoors unattended. Pets are not to be tethered to any part of a unit, a tree, or any other part of the common or limited common elements, or to a stake placed in common area.
5. Pet owners are responsible for the immediate removal of their pet's solid waste from all common areas or any part of the property.
6. The feeding of pets or animals outside of the living space of your unit is prohibited. (2/11/08)
7. Pets are not permitted to disturb other residents or guests at any time. Any disturbance that violates the township ordinance should be reported to the township.
8. Pets are not permitted in the playground or pool area at any time.
9. Pet owners are responsible for any property damage, injury or disturbance caused by pets belonging to themselves or their tenant.
10. The Board of Directors has the right to direct the removal of any pet if it proves to be a danger or nuisance to the community.
11. Nothing in the aforesaid rules shall be read to prohibit the use of licensed Seeing Eye dogs or service dogs.
12. Everyone must also abide by the Montgomery Township pet ordinance. Violation of Township ordinance should be reported to Montgomery Township.

TRASH AND RECYCLING REGULATIONS

1. Dumpsters are provided in each court for the disposal of regular household trash.
2. All household trash is to be placed in the dumpsters and may not exceed the top of the dumpster opening or the trash Service Company may not empty it. All trash is to be tied in a plastic bag. If the trash dumpster is full, please place your trash in another dumpster. Lids should be closed after depositing trash.
3. The trash Service Company will not remove any trash not in the dumpsters. Please keep the enclosure area clean.
4. **BULK ITEMS** – Only household trash is to be placed in the provided trash dumpsters. Do not attempt to place bulk items in or around the trash dumpsters. Special arrangements must be made with the trash Service Company for a special pickup for bulk items. Please call the trash Service Company directly to schedule a pick-up time. Arrangements must be made with the trash Service Company prior to putting the objects outside.
5. **Trash recycling is mandatory.** By recycling you remove reusable resources from the land fill trash location. Please recycle as much as possible. A recycle container is provided in the parking lot by the playground.
6. Please separate your recyclable according to the labeling on the recycle dumpster. It is labeled as follows: 'Commingle Aluminum cans & Glass & Plastic', with a separate compartment for 'Newspapers & Cardboard'.
7. Do not place any household trash in the recycle dumpster.
8. Aluminum cans, glass bottles and jars are recyclable. Place in container section labeled "Commingle". Do not include dishes, mugs, mirrors, glasses, light bulbs or windows. Do not include foil, aerosol cans, paint cans or scrap metals
9. Plastic bottles numbered #1 & #2 such as soda, milk, water, laundry detergent and softener bottles are recyclable. Do not include any others such as bleach or motor oil bottles, no toys, bags, cups or plastic flower pots.
10. Remove lids and rinse all containers. Labels may remain on recyclable objects. Place all recyclable items loose in the recycle dumpster.
11. Newspapers and cardboard are considered a recyclable material. Please place in the section labeled accordingly.
12. Automobile tires, paint cans, or flammable materials are not to be disposed of in or around the trash or recycle dumpster containers. Please refer to your local phone directory for information regarding proper disposal.

Trash and recycling dumpsters are to be used by owners and residents of Woodhollow only. Illegal dumping must be reported to the police immediately.

VEHICLE AND PARKING REGULATIONS

1. The parking areas on the property shall be used for currently licensed, registered, state-inspected and operational four-wheeled passenger automobiles and pickup trucks not exceeding ¾-ton gross weight capacity. No recreational vehicles, vans (other than non-commercial passenger vans), no mobile homes, trailers, boats, large trucks, commercial vehicles or non-operational vehicles shall be permitted to park on the property, except in connection with the repair or maintenance of a unit or common element. Notwithstanding the foregoing sentence, motorcycles and mopeds may be parked in the parking areas only.
2. It is understood that the Association permits parking of vehicles only within the designated striped areas. Commercial vehicles are prohibited except to provide immediate repair services to residents. A vehicle shall be deemed to be commercial if it contains any sign, exposed toolboxes, ladder holders or other such appurtenances; or if it has tools, materials or supplies stored thereon.
3. Motorcycle kickstands must have a base adequate to support its weight and to keep it from sinking into the paving.
4. Motorcycles must be parked in a designated parking lot space.
5. The white lines define the designated parking spaces. Vehicles must be parked within the lines.
6. Parking or driving of any vehicle on the lawn or tended grounds of the property is strictly prohibited.
7. The repair or maintenance or dead storage of vehicles shall not be permitted on the condominium property. Dead storage shall be defined as a vehicle that has not been moved or driven on a public street at least once within a thirty- (30) day period, while being properly licensed and inspected. Such vehicles shall be considered abandoned and be treated accordingly.
8. There is no parking in traffic lanes of the parking lots or in front of the dumpster enclosure gates. Parking is only permitted in designated areas. All other areas must be kept open for emergency vehicles.
9. Any vehicles in violation of the Parking Regulations of the Association will be issued a sticker, placed on the vehicle, which will indicate an official notice and intention to remove the vehicle at the owner's expense. The towing action enforcement may result in the vehicle being towed without further notice.

HANDICAP PARKING

The request for handicap parking within the community by an owner will be acknowledged providing the following procedures are followed.

1. The Board of Directors must receive a letter from the owner, requesting a handicap parking sign.
2. The owner must provide the Association with a photocopy of their PennDOT Automobile Registration Card or a legal handicap plaque.
3. It is understood that a temporary handicap labeling via windshield or rear view mirrors may be considered acceptable for a handicap parking space.
4. The owner is responsible for all costs for purchasing and installation of the post and the sign.
5. The Association will remove the post and the sign when the owner has vacated or relocated from the property.
6. A handicap parking space will not be assigned to a specific owner or home. It may be used by anyone having a legal handicap plaque.

WOODHOLLOW POOL RULES

1. Pool tags must be presented to enter the pool area and worn while in the pool area.
2. Owners and residents must sign in for themselves, their children, and guests with the lifeguard upon entering.
3. The swimming pool shall be open on weekends only starting with the Memorial Day weekend and weekends only until the Monday after schools close for the summer. Thereafter seven days a week until Labor Day. The schedule will be announced in the annual pool season mailing.
4. Pool privileges may be suspended temporarily (per unit) by the pool staff, the Association or Management Company for violation of any of the rules or for non-payment of assessments.
5. A lifeguard shall be on duty at all times when the pool is open. The lifeguard shall be in charge of the pool area and shall have the authority to enforce Association rules. The lifeguard shall have the authority to remove unruly or disruptive persons from the pool area. The lifeguard has the authority to call the police. No one is allowed in the pool area unless a lifeguard is on duty.
6. Children under 14 years of age must be accompanied by an adult (age 21 or older) and are the responsibility of that adult.
7. The pool is for use by Woodhollow owners, residents and their guest ONLY! An owner must accompany guests at all times. Guests may not bring guests.
8. No more than two (2) guests per unit may be permitted at the pool. As a safety precaution, it is at the lifeguard's discretion to reduce the number of guests.
9. Absolutely NO GLASS containers allowed in pool area at any time.
10. No alcoholic beverages permitted in the pool area.
11. Only a wearable inflatable is allowed. No rafts etc. Anyone needing a swimming aid is not permitted at the deep end of the pool.
12. No swimming without appropriate swimwear. Diapered children must have appropriate swim diapers.

13. All swimming attire must have finished hems for the protection of the filter system. Cut-off pants etc, are not permitted in the pool.
14. No running, diving, ball playing, throwing of any objects or rough housing of any kind will be permitted.
15. Pets are not permitted in the pool area, nor may they be tethered outside the fence.
16. Only radios, CD players, Ipods etc with private headphones are allowed.
17. Report all accidents to lifeguard on duty, no matter how minor.
18. No one may reserve a lounge chair at any time. No person may reserve or hold a lounge chair for another person not present in the pool area.
19. Pool furniture is not to be removed from fenced pool area.
20. Wheeled objects (riding toys, bicycles, skateboards, etc.) are not permitted in the pool area.
21. Trash and cigarette ash receptacles must be used in the pool area. Disposing of cigarette butts on the ground or throwing them over and to the outside of the pool fence is NOT acceptable.
22. Restrooms are shared by all. Please be considerate with tidiness and cleanliness.
23. Pool rules are posted at the pool area and mailed to residents every year. Please abide by them for the enjoyable and safety of all.

LANDSCAPING RULES

1. It is the responsibility of the Association to maintain the trees, bushes, lawn areas, etc. in the common areas.
2. No shrub or tree is to be removed, pruned, trimmed or planted in the common area
3. Owners and residents are permitted to plant bulbs or annual flowers (height not to exceed 18" in front of Building) within the existing front planting beds. Any such planting must be maintained and/or removed by the owner or resident who installed the plantings. At the end of the flowering season, the owner or resident must remove dead stalks and the planting bed must be redressed by spreading out the mulch.
4. Any damage caused to any of the foregoing plantings is the responsibility of the owner. The landscapers will not be held responsible for damage to these plants, which may occur during the course of normal duties (i.e. mowing, mulching, hedge trimming, etc.).
5. Flower boxes are not to be attached to the building or windowsills or common exterior elements. Flower boxes may be placed on the balcony or patio railings, with the provision that they be secured on the inside of the balcony/patio railing, meaning that if the box falls, it falls onto the balcony/patio and not on the common ground below.
6. All sound creating ornaments (i.e. bells and wind chimes) should be confined to balconies or patios. If they create a nuisance to the neighbors, you may be required to remove them.

SATELLITE DISH REGULATIONS

The purpose of these Regulations is to insure that the satellite dish and its installation meets all appropriate building, safety and electrical codes.

1. Installation of an 18" (or less) satellite dish is permitted **only** on the limited common elements i.e. patio or balcony, to which you have exclusive use.
2. The dish may not extend past or behind the patio or balcony onto any common elements i.e. siding, roof etc or common airspace.
3. Any required wiring may not be obtrusive or run over the common area siding so that it is visually detectable from the street.
4. It must be placed on or to the inside of the railing and not hang over the outside of the balcony or patio.
5. It must be installed so as not to pose a safety hazard to surrounding neighbors.
6. It must be properly grounded in accordance with the electrical code.
7. The dish cannot be installed on any of the common areas.
8. The dish must be for the exclusive use of the owner or resident installing the dish and may not be used in common with other neighbors.
9. The dish and its installation must meet all local, state, and county codes that may apply.
10. The owner of the satellite dish will be required to sign an indemnification agreement. This agreement will indemnify and hold the Association harmless for any and all personal injury occurring to other owners or residents or their property or Association personnel, for damages occurring to common property from the installation and placement of the dish. (See attached Satellite Indemnification Form).
11. The signed indemnification agreement and the written request to install a satellite dish must be submitted, reviewed and approved by the Association prior to any installation.

TENNIS COURT REGULATIONS

- 1) The tennis courts are for the use and enjoyment of Woodhollow homeowners and their guests.
- 2) The tennis court gate must be locked at times.
- 3) Courts are to be used for tennis play only.
- 4) Sneakers are the only acceptable footwear allowed on the courts.
- 5) Please relinquish the tennis court after one hour when playing singles. Doubles may play one and a half-hours.
- 6) An adult must accompany children under the age of 12 years when using the tennis court.
- 7) No dogs, bicycles or skateboards permitted on the courts.
- 8) For a tennis court key, please see the attached Tennis Court Key Application.

SOLICITING AND DISTRIBUTING PRINTED MATERIAL

In order to promote a community environment free of nuisance and the expense associated with cleanup of unwanted commercial promotional materials, the following shall be the policy of the Woodhollow Condominium Association. The association shall and does hereby prohibit any and all solicitation and distribution, and, or placing of commercial advertising and non-commercial materials or the likes, on the property and the buildings of the Condominium Association.

This policy applies to all parties, whether members of the Association, owners, residents or general public entering the premises. It includes the placements upon doors and mailboxes of any printed communication, which promotes products, or services of a commercial and non-commercial nature. This shall include but not limited to political materials, religious information etc, and solicitations.

Soliciting and distributing information is prohibited at the Woodhollow Condominium Association.

USAGE OF COMMON AREA

It is the policy of the Association that all common areas surrounding the outside of any given building are for the use and enjoyment of all individuals. Parties, family gatherings and the like are prohibited on common areas when and where it obstructs the privacy as well as peaceful enjoyment of a neighboring unit. No tent, volleyball nets, barbecues or other sports related or recreational articles are to be constructed, installed or permitted in the owners unit, the recreational areas or the common grounds of the association without prior written approval of the Board of Directors.

INSURANCE COVERAGE AND REQUIREMENTS

It is strongly recommended that owners and residents obtain Homeowner's Insurance covering the "unit", as defined in the Declaration for their own protections as well as the protection of the Association.

The Associations Master Insurance Policy insurance coverage and requirements will be sent to the membership upon its renewal.

You are strongly encouraged to contact your insurance company to evaluate your HO-6 policy to determine whether you have sufficient and adequate coverage.

ENFORCEMENT PROCEDURES

In accordance with the Declaration and By-Laws of this Association, these Rules & Regulations will be enforced as follows:

1. **Reporting Violations** – Complaints concerning violations of any provision of the Association Documents by an owner or resident must be submitted in writing to the Board of Directors or the Management Company and signed by the owner. The complaint must be in sufficient detail to determine whether a violation has occurred.
2. **Investigation** – A representative of the Board of Directors or the Management Company shall investigate the complaint, when possible, to determine whether there is a reasonable cause to believe a violation has occurred.
3. **Violation Notices** – The Association will send a written notice describing the violation to the owner and instructing them to correct the violation within a maximum of ten (10) days. The written notice shall also contain a provision for a hearing.

If the violation is not corrected within the time frame, and no hearing has been requested, a second written notice will be sent which will include notification of potential fines and or penalties.

4. **Fines and Penalties** – If an owner or resident does not comply with the initial notice, the Board of Directors may, commencing after the second notice, impose fines and/or penalties. The penalties could include the loss of Association privileges, and depending upon the seriousness of the violation, the fine could either be enacted for each incident or an initial fine, and/or a per diem fine for each day the violation remains uncorrected. The Board of Directors has full authority in establishing the amount of fines and loss of privilege penalties. The amount assessed is due upon receipt of the notice stating that fines were assessed.
5. **Hearing** – Any owner shall have the right to an informal hearing, which could either be conducted by a Committee appointed by the Board of Directors or by the Board of Directors. The Committee or the Board of Directors shall give written notice of the date, time and place of the hearing as established. The purpose of the hearing is to allow the owner to explain their actions in an informal setting with the Board of Directors or Committee.

If a Committee conducts a hearing, the owner may appeal the Committee's decision to the Board of Directors. Any decision made by the Board of Directors is final. The owner will be notified of the Board of Directors or Committee decision, in writing, within ten (10) days of the hearing.

6. **Non-Compliance** – In the event that an owner does not comply with the violation notice, and/or does not pay the amount assessed by the Association, the Board of Directors may file legal action against the owner for collection of the fines and compliance with the Association's Documents.

Any expense associated with legal action or the collection of fines assessed, including court costs, attorney fees, etc., which may be incurred by the Association, shall be added to the complaint and become the responsibility of the owner to pay. If a judgement awarded by the court remains unpaid, the Board of Directors may place a lien for the amount of the judgement plus costs, against the owner's property and execute on the judgement to the fullest extent of the law.

Neither the Woodhollow Condominium Association nor the Board of Directors shall be responsible for injuries to any person acting in violation of these rules. Such violations shall be deemed to be a voluntary assumption of the risk of injury.

NOTE: The Association Documents include, but are not limited to, the Declaration, By-Laws, Architectural Guidelines, Rules & Regulations, and any Resolution or Amendment adopted by the Board of Directors.

These rules and regulations as adopted this day of March 13, 2006 supercede all prior editions of the rules and regulations, their drafts, amendments, revisions and updates. A full copy of these rules and regulations shall be provided to all owners of record and current tenants.

Architectural Specification

The Woodhollow Condominium Association documents require that the owner of any home receive prior written approval before beginning the replacement of any exterior visible component of the home, which belong to the owner. The following is a list (but not limited to) of items that require prior written approval: windows, patio slider, utility closet door, front door, storm door and exterior patio/balcony light fixture.

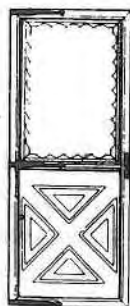
If you plan to address any of these items in the near future, please contact the Management Company for additional information, required forms and procedures. Please allow 30 days for the review process.

Windows/Slider Replacement: The exterior surface of any replacement windows/slider must be brown or dark cocoa color. The style of windows at Woodhollow is a Gliding/Sliding window. The style of the patio/balcony door is sliding. The glass in the windows/slider must be insulated glass. Windows must be vinyl, aluminum or vinyl/aluminum exterior with wood or vinyl interior. See attached Window / Slider Specification for additional details.

Front Door Replacement: The style that exists at Woodhollow is a flat panel door. Door windows or lites are not permitted. Replacement doors may be steel, fiberglass or solid wood. The exterior surface visible from public view must be painted the Association approved color: MAB English Brown or may be known as Woodhollow Brown. This is a latex semi-gloss paint.

Front Storm Door Replacement: Three styles of front storm doors are permitted, Colonial Crossbuck with or with out scallop or Full View or Hilite. See attached pictures. The replacement storm door must be aluminum. The exterior surface must be painted the Association approved color: MAB English Brown or may be known as Woodhollow Brown. This is a latex semi-gloss paint. Installation must include the use of a piano style hinge with automatic door closer and safety chain. See pictures below.

Crossbuck



Scallop

Full View -



Hilite



Window / Slider Replacement Specifications

The Association requires that the exterior surface of any replacement window or slider must be brown or dark cocoa color.

The style of window at Woodhollow is Gliding/Sliding windows.

The glass in the windows or sliders must be insulated glass with no grid pattern.

Windows may be vinyl or aluminum or vinyl exterior with wood interior construction

Selected contractor shall be responsible, along with the Homeowner, for restoring the exterior of the building to its original condition including painting. Paint colors may be obtained through the Management office.

Contractor is required to dispose of all old windows, sliders and doors off of Association property. These items are not to be deposited in or about the dumpster enclosure area.

Contractor selected by the Homeowner must have appropriate insurance to insure the Homeowner and the Association against damage to the common area and liability in the event of injury.

Contractor shall be held responsible for all third party damage to the common area, vehicles in the parking lot, and landscaping.

Attached please find a Request for Approval form that must be completed by the Homeowner and submitted to the Management office along with a copy of the contractor's proposal. The Board of Directors will review all requests, properly received. No oral approvals will be granted. All approvals will be addressed to the homeowner in writing. Written approval must be received before any work begins. Please allow at least 30 day for the review process.

Homeowners have recommended the following contractors for reliability, service and pricing:

Dailey Manufacturing
Willow Grove, PA
215/659-0477

R. Dale Ziegler, Inc.
Harleysville, PA
610/287-6338

Norm Schorr Insulated Glass
Pipersville, PA
215/766-2707

In addition, the following company has been identified for 'glass only' replacement:

Alderfer Glass Company
Telford, PA
215/723-1192

Your fellow-homeowners recommend the above-listed contractors. The Association does not endorse or recommend any contractor or business to do work on the exterior or interior of your home. For additional information or references, please review the matter with your neighbors, visit a home repair center, or refer to the local yellow pages.

INDEMNIFICATION AGREEMENT
Regarding Satellite Dish Installation

In conjunction with the installation of a satellite dish by the undersigned, the undersigned does hereby agree to indemnify and hold harmless the Woodhollow Condominium Association, its directors and officers, from any claim or loss for personal injury or property damage resulting from the installation, maintenance, placement and removal of the satellite dish owned by the undersigned and located on the undersigned's home.

Intending to be legally bound hereby, the undersigned does hereby execute this indemnification on the date indicated below.

If a resident non-owner occupies the home, the owner must also sign the indemnification form.

Residents signature:	_____	
Date:	_____	Address: _____
Owners signature:	_____	
Date:	_____	

TENNIS COURT KEY APPLICATION

In the past, the Board of Directors responded to the concern of many homeowners in Woodhollow with regard to the unauthorized use of the tennis courts by non-residents. At that time, a controlled access gate and lock system was installed on the tennis courts.

Owners or tenants may request a key to access the tennis court facility. Tenants of owners wishing to use the tennis courts should request a key from the Association.

Owners or tenants who would like to have a key must complete the form on the bottom of this notice and return it to the Association's management office and enclose a check, made payable to Woodhollow Condominium Association, in the amount of \$10.00. This is not a deposit; you are purchasing this special key. The key will be mailed directly to the owners or tenants. The cost to replace a lost key is \$25.00. The keys are part of a high security lock system and cannot be duplicated. To access the tennis courts, the key will be necessary.

Complete and detach the form below, attach a check for \$10.00 payable to the Woodhollow Condominium Association, and mail to the Woodhollow Condominium Association, 975 Easton Road, Suite 102, Warrington, PA 18976.

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WOODHOLLOW CONDOMINIUM ASSOCIATION

Please send a Woodhollow tennis court access key to:

Name of Owner/Tenant: _____

Address: _____

Telephone No.: _____ (h) _____ (w)

Check enclosed (\$10.00): _____

Signature: _____

Mail funds and application to: Woodhollow Condominium 975 Easton Road, Suite 102 Warrington, PA 18976

**Woodhollow Condominium Association
- REQUEST FOR APPROVAL -**

CHECK ONE:

☐ **ARCHITECTURAL**

☐ **LANDSCAPE**

Name of Applicant: _____ Date: _____

Address: _____

Telephone: (H) _____ (W) _____

Description of Proposed Change or Modification to the homeowners unit and/or limited common area:

Reason for Proposed Change or Modification:

A SKETCH OF THE PROPOSED ALTERATION MUST BE DRAWN TO SCALE ON A SEPARATE PIECE OF PAPER, NOT LESS THAN 8-1/2" X 11", WITH ALL PERTINENT DIMENSIONS NOTED. ALSO, PLEASE SUBMIT A COPY OF YOUR CONTRACTOR PROPOSAL.

☐ Approval of the request is granted with the following conditions:

☐ Request for approval is denied for the following reasons:

ASSOCIATION AUTHORIZATION:

Authorized Signature

Date

FOLLOWING APPROVAL BY THE ASSOCIATION, HOMEOWNER (S) IS RESPONSIBLE FOR OBTAINING ANY APPLICABLE PERMITS FROM MONTGOMERY TOWNSHIP, 215-393-6900.

NOTE: Completed form to be returned to the Association's address as listed below.
Woodhollow, 975 Easton Road, Suite 102 Warrington, PA 18976



The following is a list of the unit owner and Association's maintenance, repair and replacement responsibilities. Basically, each member is responsible for maintaining their unit and the property owned or assigned to them. The Association is responsible for maintaining the common ground and the exterior of the buildings. The membership and the Association share jointly in maintaining the limited common elements, which are assigned to individual owners.

Maintenance functions include keeping items neat, clean and in their original condition. For balconies, this would include applying wood sealers. Repairs are defined as the physical activity to fix a damaged or broken item. A replacement would be the structural repair or complete replacement of an item. If you have any questions concerning your responsibilities, please contact the Association or the management company, Continental Property Management, Inc.

	<u>HOMEOWNER</u>	<u>ASSOCIATION</u>
<u>UNIT OWNER PROPERTY</u>		
A/C Units/Related Wires, Pipes & Pad Maintenance, Repairs & Replacement	X	
Alarm Systems (Private Unit Heat & Smoke Detectors) Maintenance, Repairs & Replacement	X	
Appliances/Hot Water Heater Maintenance, Repairs & Replacement	X	
Chimney/Fireplace Cleaning, Repairs, Birds/Animals & Caps	X	
Chimney Flashing Leaks		X
Doors (Entrance) & Frames Painting Inside, Maintenance, Repl.	X	
Locks & Hardware	X	
Painting Outside (on scheduled basis)		X*
Replacement (w/Assoc. approval)	X	
Doors (Sliding & Storm) Maintenance, Repairs & Replacement	X	
Dryer Vents Cleaning/Repairs & Repl. (w/Assoc appr)	X	

* Painting expense shall be a limited common expense.

03/15/96

	<u>HOMEOWNER</u>	<u>ASSOCIATION</u>
Floors (Bathroom, Kitchen & Some Halls) Cement Gypcrete w/Plywood Sub-Flooring		X**
House Numbers	X	
Roof Attic Fans Leaks, Maintenance, Repairs & Repl.	X	
Sewer Line (Private) Cleaning, Repairs & Repl. of Unit Line	X	
Skylights Flashing Leaks		X
Cleaning, Repairs & Replacement	X	
Utility Room Doors Maintenance, Repairs & Replacement	X	
Painting (on scheduled basis)		X
Water Spigot (Sprinkler System Access Only - Utility Closet) Repairs & Replacement/Winterize & Summerize		X
Windows, Frames & Sliding Glass Door Flashing Leaks & Recaulking		X
Frame Repairs/Glass Replacement	X	
Unit Repl/Painting(after Assn appr color)	X	
<u>LIMITED COMMON ELEMENTS</u>		
Balconies Neat/Clean & Snow Removal	X	
Paint/Stain/Waterproof (w/Assn appr color)		X*
Maintenance & Repairs of Railing & Flooring	X	
Maintenance & Replacement (Ordinary)	X	
Structural Repairs & Replacement		X
Exterminating Inside Home/Outside Attached to Deck/Balc	X	
Common Ground/Outside Attached to Bldg.		X
Patios (Concrete) Maint., Repairs, Neat/Clean, Snow Removal	X	
Replacement		X
Roof Sewer Vent Pipe Flashing Leaks, Replacement		X
<u>ASSOCIATION PROPERTY - BUILDING</u>		
Alarm Systems (Common Areas) Maintenance, Repairs & Replacement		X

- * Painting expense shall be a limited common expense.
 ** On inspection/approval by Board member.

	<u>HOMEOWNER</u>	<u>ASSOCIATION</u>
Exterior Lighting (Hallways, Buildings & Parking Area Lights)		
Maint., Repairs & Repl. (incl. bulbs)		X
Balcony/Patio Lights	X	
Gutters, Downspouts and Splash Blocks		
Cleaning, Repairs & Replacement		X
Roofs		
Leaks, Shingles, Flashing, Ridge Vents, Entire Roof/Sub-Roof Repairs & Repl.		X
Siding, Trim & Soffits		
Painting, Recaulking, Maint., Repairs & Repl.		X
Stairway (Common) & Volume Space (From Exterior to 2nd Floor Unit)		
Maintenance, Repairs & Replacement		X
Trash Enclosures		
Maintenance, Repairs & Replacement		X
Unit Structure		
Foundation, Porches & Slabs		X
<u>ASSOCIATION PROPERTY - GROUNDS</u>		
Common Roads & Courtyard Parking Areas		
Repairs, Repl., Apron Repl. & Resealing		X
Snow Removal		X
Entrance & Street Signage		
Maintenance, Repairs & Replacement		X
Lamp Posts/Site Lighting		
Painting, Maintenance, Repairs & Repl.		X
Retaining Walls		
Maintenance, Repairs & Replacement		X
Sewer Lines		
Cleaning, Repairs & Repl of Common Main Line		X
Lawn Vent Cap Replacement	X	
Sidewalks (Common) & Curbs		
Snow Removal, Repairs & Replacement		X
<u>ASSOCIATION PROPERTY - LANDSCAPING</u>		
Detention Basins/Swales		
Mowing & Maintenance		X
Lawn Maintenance		
Reseeding/Resodding & Chemical Applications		X
Mowing, General Maintenance & Leaf Removal		X

<u>HOMEOWNER</u>	<u>ASSOCIATION</u>
Trees & Shrubbery & Beds	
Spraying/Fertilization/Trimming/Replacement	X
Mulching, Weeding, Leaf Removal & Chem. Appl.	X
<u>ASSOCIATION PROPERTY - RECREATIONAL</u>	
B-Ball Court, Swimming Pool & Tennis Court & Both Fences, Tot Lot	X
<u>OTHER</u>	
Fire Hydrants Maintenance	WATER COMPANY
Independence Drive	TOWNSHIP
Mailbox - Locks, Keys & Individual Boxes	POST OFFICE