

## SOUTH MEADOW CONDOMINIUM TRUST RESPONSIBILITY CHECKLIST

	Responsible Party		Responsible Party	
	Maintenance, Repairs, Replacements		Insurance Claims	
			Master	HO-6
	SM	Unit	SM	Unit
	Trust	Owner	Trust	Owner
<b>BUILDING EXTERIOR:</b>				
Screen and exterior door replacement - Trust approval needed		X	X	
Roofs, Framing, Studs, Supports, Beams Perimeter Walls	X		X	
Foundation, Concrete Floor	X			
Clapboard Siding	X		X	
Gutters -& Downs spouts	X		X	
Windows, Including Screens and all window parts - Trust approval needed for replacement		X	X	
Garage Door Openers, including hardware, lighting attached to garages		X	X	
Garages and Garage Doors	X			
Chimney Chase & Metal flue		X	X	
<b>EXTERIOR ELECTRIC:</b>				
Front, Side & Rear Door Light Fixtures, Excluding Bulbs and electrical outlets	X		X	
Door Bell Button front & rear		X	X	
Air Conditioning Compressor, Connections, Pipe		X	X	
Garage Lights - Trust approval needed for replacement		X	X	
Exterior Water Spigot Rear of Building		X	X	
<b>OTHER EXTERIOR STRUCTURES:</b>				
Walkways, Driveways, Front Concrete Step, Front Wood Step	X		X	
Rear Decks including Privacy Fence and Steps	X		X	
Rear Patios and Concrete Steps	X		X	
Privacy Fences and Other Fences	X		X	
Deck enclosures and enlargements - Trust approval needed for replacement		X	X	
<b>UNIT INTERIOR:</b>				
Studs Between Units, Floor Joists, Ceiling Joists, Sub Floor	X		X	
Interior Doors		X	X	
Sheet Rock, Paint, Wallpaper, Tile		X	X	
Carpet, Vinyl Tile, Hardwood and Other Installed Floor Coverings		X	X	
Kitchen and Bathroom Cabinets including Hardware and counter tops		X	X	
Stove, Refrigerator, Dishwasher, Built in Microwave, Washer, Dryer		X	X	
Ceiling Fixtures (Lights, Fans, Exhaust Fans), Doorbell Transformer		X	X	
Plumbing including Toilets Sinks and Bathtubs		X	X	
<b>UTILITIES SERVICING UNIT:</b>				
Electric, Gas, Water Meters		X	X	

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Water, Gas Sewer Pies Connections Cutoffs Shutoff Valves		X	X	
<b>OTHER INTERIOR FIXTURES:</b>				
Heating System including Cold Air Return, Hot Air Ducts, Vent Pie		X	X	
Air Conditioning System including Pipes		X	X	
Hot Water Heater including Vent Pipe		X	X	
Fireplace, Chimney Flue		X	X	
Dryer Vent Pipe		X	X	
Smoke & Heat Detectors		X	X	
<b>Services:</b>				
Trash pickup - normal weekly	X			
Snow Removal	X			
Exterior Exterminating	X			
Interior Exterminating		X		
Television Cable		X		
Satellite Dish - Trust approval needed for installation		X		
<b>LANDSCAPING:</b>				
Original	X			
New or Additional trees and/or shrubs with written Trustee Approval		X		
<b>INSURANCE:</b>				
Building - Loss over \$2,500 subject to Deductible of \$2,500			X	
Building - Loss over \$2,500 - First \$2,500				X
Building - Loss \$2,500 or Less				X
H0-6 Unit Owners Condominium Policy				X
<b>All Master Policy Insurance Coverage's are subject to policy exclusions, conditions and deductibles.</b>				
<b>This checklist is meant to be a guide line only. This list is subject to change.</b>				
<b>For further clarification on any item please refer to the SM Master Deed, SM Trust documents and SM Rules and regulations.</b>				

**PLEASE NOTE: Many Homeowners are either under or over insured. Please have your HO-6 agent consult with the Master Policy to confirm that the correct limits are in place.**