

Avery Close Condominium Association, Inc
c/o Becklee Real Estate, LLC
2508 Avent Ferry Road ~Raleigh, NC 27606
919-852-0202

June 23, 2010

Dear Homeowners,

It has been our pleasure getting acquainted with the Avery Close property, Board of Directors and many of the Homeowners over the last few months. We have a few updates we would like to share. As always, please let us know if we can help you in any way.

We understand many of the condominiums are rentals, please make sure to notify renters of the information contained in this letter. We have posted a copy in the laundry room and online at beckleerealestate.com under Association Management then under Avery Close.

Swimming Pool

Thank you for your patience with the delay of the opening of the swimming pool. As many of you know from the signs posted around the property, the City of Raleigh required us to replace the pool fence before permitting us to open. We then suffered another few days of delay when someone broke a bottle in the pool. Things are running smoothly now and lots of residents have been enjoying the pool. Please adhere to the following:

- Pool Hours are 8:00 AM – 8:00 PM Daily – No Night Swimming is Permitted
- Absolutely no glass allowed inside the pool fence. Any violators will lose pool use privileges for 30 days and incur any expenses resulting from damage should there be broken glass.
- Please clean up and dispose of trash in the trash can located in the pool area.
- Please read the signs and observe all pool rules posted

Trash and Patios/Balconies

We have had a problem with trash being left on front patios and balconies. Many back patios and balconies are also being used as storage areas. We have begun posting violation notices on the doors and following up with a copy in the mail to the unit owner of record. In the future there will be fines assessed of \$50 for the first occurrence and \$100 for all subsequent occurrences.

- Trash bags may not be left by front or back door, they should be taken straight to dumpster
- Trash and or furniture may not be left beside the dumpster. Please put it all the way into the dumpster
- Any furniture or items too large for the dumpster must be hauled away from the property
- No indoor items or furniture may be store on balconies or patios
- Only mail should be put in the trash can by the mail house
- Cigarette butts should be disposed of properly and not littered around the yard

Laundry

We will be doing a thorough cleaning and renovation of the laundry room in the near future. This will include floor replacement. We will need your cooperation as the laundry will be unavailable for use for approximately one week while the work is being done. We will post signs in the laundry and on the laundry door giving at least a week and a half notice prior to the work. You should find the renovated laundry worth the inconvenience.

Pest Control

We are working very hard to improve the pest situation at Avery Close and need your cooperation. A schedule is attached. We **MUST** be able to get into your condo to treat it on the scheduled day. Otherwise it is up to the homeowner to have the home treated, and provide us with proof that the service was done. We post notices on the doors to be treated the week of the service as a reminder and include a note that we need a key if we don't have one. Also, our exterminator has been letting us know when housekeeping is lacking. We will pass that information on and appreciate a follow up to make sure residents have done their job in cleaning up.

Dryer Vents

We have noticed lots of clogged dryer vents. This is a fire hazard. Please check the dryer vents on your condos and have them cleaned out if necessary

Heating and Air Systems

Remember to have your heating and air systems serviced and to change filters regularly. We have had many leaks this year from upstairs condos into downstairs units from clogged condensate lines. These leaks can often be prevented when filters are kept clean and systems are maintained. Note that if the Management Company responds to a call about a leak and it is determined the leak is due to system upkeep negligence, the homeowner will be billed for the service call.

Miscellaneous

We have been very busy in the first half of 2010 and hopefully you have seen some improvements. Stucco work has been done, the gutters have been repaired, cleaned out a few replaced. Quite a bit of work has been done on the pool as well.

******Many dog owners are not cleaning up after their pets. Please make sure you dispose of dog waste properly.***

******If we are missing an information sheet or keys to your condo we have included a note in this letter. Please reply and help us update our information and our keys.***

As always, feel free to contact us with any concerns or questions.

Regards,

Becklee Niemchak

Property Manager