

# Woodmark Condominium Association, Inc.

Maintenance Responsibility Guidelines – Board approved 01/19/2023

## OWNER Responsibility

Attics
Air conditioner
Building door locks
Communication systems (Dish/DSL/Cable/FIOS/Phone/etc.)
Door locks
Door painting
Doors (includes storm & sliding glass doors w/frames)
Dryer vent (interior)
Electric service
Electrical outlets (interior & exterior)
Exterminating (interior)
Furnace
Garage door (includes garage door opener & frame)
Garage floor
Hot water tanks
Interior repairs (includes plumbing & wiring)
Exterior repairs caused by owner
Keys
Lights – front door/porch
Lights – interior garage
Lights – yard
Mailbox keys
Patio – fences & gates
Patio and concrete slab
Plumbing
Porch
Screens
Service garage door & frame
Sidewalks – personal
Windows & frames
Spigots – interior

## ASSOCIATION Responsibility

Balconies
Chimney cap/Chimney cap screen
Common areas
Deck/Deck Railing
Dryer vents (exterior)
Exterior wood trim (includes painting)
Exterminating (exterior)
Fertilization
Gutter/Downspouts
Interior repairs due to exterior repairs
Lights – exterior garage
Lights – street
Mowing
Pool
Roof
Trash Removal
Sewer
Sidewalks - common
Siding
Snow removal – drives, sidewalks
Motion lights
Spigots – exterior

Please note if you have any issues with your mailbox, you must contact the United States Postal Service.