

**EXHIBIT D**  
**Maintenance Policy**

Item	Repair	Replace	Maintain	Remarks
Roof	Assoc.	Assoc.	Assoc.	Repairs due to antenna/satellite dish damage are H/O responsibility.
Roof Top Vents	Assoc.	Assoc.	Assoc.	Paint per scheduled maintenance
Chimney Vent Caps	Assoc.	Assoc.	Assoc.	Paint, replace caps; no caps on plumbing vents
Exterior Masonry & Stucco	Assoc.	Assoc.	Assoc.	Clean & touch-up paint per scheduled maintenance
Gutters & Downspouts	Assoc.	Assoc.	Assoc.	Secure & finish per scheduled maintenance
Wood Trim	Assoc.	Assoc.	Assoc.	Caulk & finish per scheduled maintenance. Damaged caused by H/O will be promptly repaired or Assoc. will repair and charge back to H/O
Exterior Doors	H/O	H/O	H/O	Caulk & finish per scheduled maintenance. Damaged caused by H/O will be promptly repaired or Assoc. will repair and charge back to H/O
Yard Drains	H/O	H/O	H/O	H/O keep clear of debris
Windows	H/O	H/O	H/O	Include H/O caulking and painting
Light Fixtures	H/O	H/O	H/O	
Light Bulbs	H/O	H/O	H/O	
Trees/Shrubs	NA	H/O	Assoc.	
Flowers/Plants	NA	NA	H/O	Per CCR's, submit for approval
Grass-outside fence line	Assoc.	Assoc.	Assoc.	H/O responsible for rear yard maintenance
Sidewalks	H/O	H/O	H/O	
Weeds-outside fence line	Assoc.	Assoc.	Assoc.	
Debris	H/O	H/O	H/O	
Hose Bibs	H/O	H/O	H/O	H/O responsible for all plumbing including any caulking
Electrical Outlets	H/O	H/O	H/O	H/O responsible for all electrical including any caulking
Sprinkler System	Assoc.	Assoc.	Assoc.	
Wood Fences	H/O	H/O	H/O	Replacement requires ACC approval
Mailbox	H/O	H/O	H/O	Replacement requires ACC approval. Damaged caused by H/O will to be promptly repaired or Assoc. will repair and charge back to H/O
Air Conditioning Compressors	H/O	H/O	H/O	
Window Screens	H/O	H/O	H/O	Replacement of screens and/or frames requires ACC approval