

Attached is the schedule regarding the above-referenced project.

This **schedule is tentative** (weather permitting) and is to give you a general overview of how we plan to proceed.

Please have all the landscaping and trees cut back at least eighteen inches (18") from all structures included in your project prior to pressure cleaning start date.

Owners should remove all personal items around their building and lanai areas to prevent them from being damaged.

As a reminder and if applicable the owner or Association are responsibility to place fire alarms in the "test mode." Elias Brothers Group Painting and Contracting Inc. will not be held liable for any false alarms or damage.

Please forward this schedule **along with this introductory letter** to your homeowners via email to notify them of this scheduling.

We ask that homeowners to refer to **the posted notices on the villas for the actual dates** that each villa will be completed.

The front door, lanai painting, and owner options selected will be painted when the villa is painted.

We will post notices on the villas indicating the paint date, approximately **24 - 48 hours in advance and the notices will contain all the information the Association and owners will need prior to our team members starting to perform the work.**

To operate as efficiently as possible, we will proceed in the following manner:

- 1.) Pre-Inspection (Pre-Existing Conditions) – No Posting Notice Posted
- 2.) Pressure Clean – Posting Notice Color is Green
- 3.) Prep (Sealer, Primer & Caulking) & Repairs - **NO NOTICES** are hung on-site.
- 4.) Painting Buildings – Posting Notice Color is Blue Regarding the Painting. Includes the front door, lanai painting, and owner options.
- 5.) Touch-Up Paint (if needed) – No Posting Notice Posted
- 6.) Clean-Up/Walk-Thru – No Posting Notice Posted

If any residents have any issues or items that need to be addressed, whether painting related or not please forward them to your property manager, including the following:

- #1) Full address including unit number, if applicable;**
- #2) Contact information;**
- #3) Description of issue/item to be resolved; and**
- #4) Pictures of issue/item**

Elias Brothers Group will not be held responsible or reimburse if we are not notified in writing prior to any action being taken.

If you have any questions or need any additional information, please feel free to contact Andy Davies, Customer Care Administrator, directly on 239.280.5244.