

GENERAL MAINTENANCE INFORMATION

Unit owners must make repairs of any damaged unit element that is structurally or aesthetically detrimental to EL MAR CONDOS and is visible from the common area. The repairs must also be completed in a timely manner. If not, The Board may complete repairs of the damage at their discretion and bill the unit owner accordingly.

Common Problems and Responsible Parties

ASSOCIATION-MAINTAINED:

Roof and Balcony leaks
Common exterior walls
Common piping outside servicing multiple units
Interior drywall
Parking Lots
Trees
Gym & baths
Pest control
Recreational amenities
Exterior Termite contract
Master Insurance Policy
Landscaping of common areas
Irrigation system
Gutters and downspouts
Outdoor lighting of common areas

UNIT OWNER-MAINTAINED:

All Appliances
Carpets (including patios, balcony)
Furniture

Plumbing and piping exclusive to unit
Interior wiring
Heating, Ventilation & Air Conditioning
All unit-specific fixtures
Limited common area(s)
Enclosed porches, balcony screens
Homeowners Insurance Policy

Interior wall finish
Front doors, windows, sliding glass doors

Maintenance Procedures:

Regular maintenance or information requests: .You must use the request form on your website: elmarcondos.org.

Emergency

If you experience maintenance problems that you feel is an emergency, please consult the above list of common problems. If the problem falls under the "unit owner-maintained" column, then the unit owner must handle the problem by calling a plumber, electrician, handyman, et cetera. If, however, the problem falls under the "association-maintained" column, then call the PROPERTY MANAGER . Emergency 24/7: (727) 726-8000

You will be asked for the details of the problem and a number where you can be reached at that time and allow thirty minutes for a maintenance tech to return your call. After discussing the problem with you, the property manager will decide on a course of action. Please understand that if the problem is a roof or balcony leak, and it is currently raining, there is nothing that can be done until the rain stops.