

## **WELCOME TO CASA GRANDE**

***The following guidance will enhance your residency and investment at Casa Grande:***

- Security is important. Keep all exterior doors locked at all times.
- The front entry uses an entry code and an intercom. To have these programmed to your local telephone number, contact either the condo owner or a Board member.
- One parking space is provided for each condominium unit.
- When moving furnishings in or out, take care not to damage the marble steps or stained glass windows. Any damages to common areas are the resident's responsibility.
- Pets are allowed at Casa Grande; however, the pet's weight may not exceed 20 lbs.
- Owners are responsible for all repairs inside their condominium units. Rental tenants must contact the unit owner or the unit property manager regarding repairs.
- Trash is removed twice weekly from the container in the parking lot. Residents are responsible for getting their bagged personal trash to the dumpster. Renovation or remodeling debris should not be placed in the dumpster, but hauled away by the owner or contractor.
- There is a laundry located on floors 1-4. Please be mindful of others by removing your laundry and supplies when finished.
- Basement storage room aisles must always be kept clear. There is a separate storage room for bicycles located in the southeast portion of the basement. Because the basement is subject to flooding, residents are advised not to store valuable items in the basement.
- Residents may not hang or display articles outside of their unit or which may be visible from the outside other than customary draperies, shades, or foliage. Clothing, blankets, plywood, banners & posters, etc. are not customary window treatments. AC window units are not allowed as they cause damage to the building's exterior.
- Residents must keep the volume of any music or noise emanating from their unit so as not to be heard in other units of the building. Excessive noise can result in fines.
- Owners who choose to lease their units must abide by the provisions in the Declaration and By-Laws. Leases must be for a minimum of 6 months, with a copy of the lease provided to the Board. Owners should also provide renters with a copy of the By-Laws and a copy of this guidance.
- If an emergency evacuation is ordered by the City, the elevator will be disabled to avoid possible damage from flooding. Upon returning, do not attempt to operate the elevator until it has been inspected. Residents should remove all refrigerator items and leave refrigerators open and unplugged. Ice makers must also be disabled.
- The Board and Property Manager securely maintain keys to all units for emergencies and maintenance. If you change locks, you must provide a copy of the new key promptly.