

UNIVERSITY SQUARE #1 MAINTENANCE RESPONSIBILITIES

<u>MAINTENANCE ITEM:</u>	<u>Paint:</u>	<u>Clean/Maintain:</u>	<u>Repair:</u>	<u>Replace:</u>
ROOF	(N/A)	Corporation	Corporation	Corporation
ROOF VENTS	(N/A)	Corporation	Corporation	Corporation
GUTTERS	(N/A)	Corporation	Corporation	Corporation
DOWNSPOUTS	(N/A)	Corporation	Corporation	Corporation
CHIMNEYS	(N/A)	Corporation	Corporation	Corporation
CHIMNEY CLEANING	(N/A)	Corporation	Corporation	Corporation
BRICK/FOUNDATION	(N/A)	Corporation	Corporation	Corporation
GRASS CUTTING AND LANDSCAPING	(N/A)	Corporation	Corporation	Corporation
COMMON AREAS/COMPONENTS/EQUIPMENT	Corporation	Corporation	Corporation	Corporation
GARAGE DOORS	Corporation	Corporation	Corporation	Corporation
GARBAGE DISPOSALS AND DISHWASHERS	(N/A)	Corporation	Corporation	Corporation
CIRCUIT BREAKER BOX LOCATED IN UNITS	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
ALL DECORATING/FLOORS/WALLS/CEILINGS	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
LAUNDRY ROOMS AND APPLIANCES	(N/A)	Corporation	Corporation	Corporation
STANDARD PLUMBING/ELECTRICAL/HEATING	(N/A)	Corporation	Corporation	Corporation
PLUMBING FIXTURES, STANDARD AND CUSTOM	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
AIR CONDITIONING UNITS & RELATED PLUMBING	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
CONVECTOR HEATING UNITS	(N/A)	Corporation	Corporation	Corporation
HEATING AND ELECTRICAL EQUIPMENT NON-STANDARD	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
SUPPLY LINES TO SINKS, LAVATORIES/TUBS/TOILETS	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
WINDOW TREATMENTS	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
ENTRY DOOR LOCKS - IF STANDARD	(N/A)	Corporation	Corporation	Corporation
ENTRY DOOR LOCKS - IF NOT STANDARD	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
EXTERMINATION/PEST CONTROL	(N/A)	Corporation	Corporation	Corporation
SMOKE DETECTORS	(N/A)	Corporation	Corporation	Corporation
SMOKE DETECTOR BATTERIES	(N/A)	Corporation	Corporation	SHAREHOLDERS
WINDOWS AND SCREENS	(N/A)	SHAREHOLDERS	Corporation	Corporation
CAULKING OF WINDOWS AND DOORS	(N/A)	Corporation	Corporation	Corporation
BALCONIES - STRUCTURE AND RAILINGS	Corporation	SHAREHOLDERS	Corporation	Corporation
BALCONY STORM DOORS	(N/A)	SHAREHOLDERS	Corporation	Corporation

* This maintenance spreadsheet is for illustrative purposes. To the extent of any inconsistency with the By-Laws, the By-Laws shall prevail.

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BALCONY - WINDOW WASHING/GENERAL CLEANING	(N/A)	SHAREHOLDERS	(N/A)	(N/A)
CABLE/INTERNET/PHONE & LINES (SERVICING UNIT)	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
GAS/WATER/SEWER LINES (SERVICING UNIT)	(N/A)	Corporation	Corporation	Corporation
FIRE ALARM SUPPLEMENTS	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
KITCHEN RANGE AND REFRIGERATOR	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS
LIGHT FIXUTRES AND BULBS IN UNIT	(N/A)	SHAREHOLDERS	SHAREHOLDERS	SHAREHOLDERS

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