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NOTICE

✓ TO: All Owners and Tenants at Pier 8
FROM: Dalton L. Truax, III - Property Manager and Board of Directors *DT*
RE: Boarding of Windows

You are permitted to board any opening to the outside, only under certain methods as per the Board of Directors.

The boards, etc., cannot be secured by nailing or screwing to the common area wood wall, etc. The board must fit within the confines of the window space or can be screwed to the wood frame around a door or window only.

Any holes created by boarding must be caulked once the boards are removed.

I also suggest you board windows from the inside of your unit to secure your property.

As a reminder, any broken windows are the responsibility of the unit owner, not the Association.

Any boarding not properly done may be removed without notice, and that owner will be billed for the removal.

Thank you for your cooperation.