

TO: Mariner's Cove Condo Owners and Renters

**RE: Winterizing your unit for the cold weather**

Winter with its colder weather will soon be here. This is a reminder that all units must be kept at 55 degrees or higher. When leaving the unit overnight or longer, leave bathroom and utility doors open so heat can reach the pipes. Also, open the cupboard doors under kitchen and bathroom sinks. Owners who have outside storage units with heaters in them **must** keep heat on low to protect the inside plumbing and fire sprinklers that are in or near the storage units. Be sure all combustibles are away from the heaters.

If you are going to be gone for an extended time, please notify the Board by emailing the Board with the dates to **mcovepresident@yahoo.com**. The Board has control of a master key that allows access to units in an emergency. If you have changed your lock, you must provide the Board with a key to your unit to protect the complex in case of emergencies. Units without keys will be entered by a locksmith with the cost of the locksmith and the cutting of a new key billed to the owner. (The Board's authority to enter units can be found on page 21 Section 12.3 of the Condominium Declaration for Mariner's Cove.) All vacant units will be entered once a month during the cold, rainy months to check for potential problems. When units are entered, there will always be two people present.

Owners who have freezing problems that could have been prevented and that cause damage to their unit and/or adjoining units will be assessed the cost of repairs. (The Board's authority for this assessment can be found on page 9 Section 5.4 of the Condominium Declaration for Mariner's Cove.) Owners should carry their own condo insurance to protect themselves from any liabilities to other units.

Again this year, packages of ice melt will be provided for each unit and left outside each door. Please use the ice melt as needed to protect you and others from slipping when we have icy conditions.

Any questions concerning these requests can be forwarded to the Board via the email address provided above. Pulling together in the best interest of Mariners' Cove will benefit us all. Thank you.

**Note: Owners who rent their units are responsible for informing their renters of these requirements.**

**Remember:** Units with outside storage units (Bldg 2 and upper floors of Bldg 3) have sprinklers that are subject to freezing in cold weather and owners are responsible to ensure adequate heat to prevent freezing!