



August 15, 2014

Dear Lewis Downs HOA Homeowner:

An important part of the services provided to your Association by PSMT, as your HOA management company, is to make routine property inspections to insure that all residents abide by the Restrictive Covenant, which helps to protect the value of your property and insure the overall aesthetics of the community. PSMT performs these routine inspections bi-weekly in accordance with the terms of our Management Agreement. All violations are noted, documented and handled accordingly.

Upon the first inspection and finding of a non-compliance issue a Courtesy Notice will be sent to you. The Courtesy Notice will indicate the date of inspection and the issue of non-compliance. The letter will request that you remedy this issue as soon as possible but no later than the next 10 working days. The letter will also ask that you please contact me if there are circumstances causing this issue, preventing you from being able to remedy the issue, or to seek assistance in the resolution of the matter.

A re-inspection will be made after 10 working days. If at the time of re-inspection it is determined that you have not remedied the issue of non-compliance, or contacted our office for assistance or to explain the extenuating circumstances, you will be issued a second letter a Violation Letter once again addressing the issue with a warning of possible fine for further violation.

If continued non-compliance occurs with each re-inspection, a consecutive fine as determined by the Declarant can be issued for each occurrence up to 90 days. After 90 days of consecutive non-compliance, you will be turned over to the HOA's legal counsel to initiate appropriate legal action to seek remedy of the issue. In addition to the fines assessed, you will also be responsible to pay any and all attorney's fees and court costs accrued.

I urge you to read the Use Restrictions listed within the Restrictive Covenants for Lewis Downs, a Limited Summary of which I am enclosing for your information and reference. You may view the document in its entirety at our website www.propertyolutionsmt.com. *Compliance inspections will begin September 1, 2014.*

It is our privilege to be your Association's management company. Please let me know if I can be of assistance to you or if you have any questions. Thank you.

Sincerely,

Carrie Snow
Community Manager
csnow@propertyolutionsmt.com