

than a one week period. Items to be checked are listed, but not limited to the following:

1. Check under sinks, by refrigerator, in A/C closet, in bathrooms, and in all rooms for any signs of a water leak.
2. Check all ceilings for any signs of leaks from above.
3. In summer, make sure A/C is set and working to the temperature needed to retard humidity.
4. Once a month, pour one cup bleach, [REDACTED], followed by one cup of water down the A/C drain.
5. Notice overall condition of unit including windows, doors, and any unusual smell.
6. Report any items needing attention to the unit Owner if possible, if not, report condition to one of the Fairfax Board of Directors.

Person or persons checking the unit for the Unit Owner shall not be held liable for any problems arising from their effort to check the unit.

Unit Owners are responsible for the condition of their unit and therefore any damage caused by a vacant unit may make that unit owner negligent in maintaining their unit and therefore responsible for damages to other units.

The unit owner should provide a sign-in sheet which will provide a record of when the unit was checked.

If the person checking a unit is not a Fairfax Building resident, the Fairfax Board of Directors is to be notified of this person's name and contact information.

Adopted by the Fairfax Board of Directors at the Board Meeting ofMarch 4th, 2010.