

# SPECIAL NOTICE

**TO: All Mercer Park Condominium Homeowners**  
**FROM: Mercer Park Board of Directors & Property Concepts, Inc.**  
**DATE: April 16, 2013**  
**SUBJECT: DRY ROT REPAIR PROJECT - SUMMER 2013**

The Board of Directors and Management are preparing for a major Spring/Summer Dry Rot Repair Project. We are currently in the process of compiling a scope of work for obtaining contractor bids for this project.

We are requesting your assistance. Please inspect the condition of the following areas at your unit:

- Deck cap rails & pickets and deck flooring surface
- Entry wood railings leading to your unit
- Unit entry surface

Please **report** your findings (with detailed description & locations) and **return** the attached repair survey, along with your additional comments and photos (if available) by **April 30, 2013**. You will be contacted to schedule a repair inspection.

**YOUR ASSISTANCE WILL ENSURE UNIT REPAIRS WILL BE COMPLETED –  
THANK YOU!!!**

Unit # \_\_\_\_\_ Name/Contact \_\_\_\_\_

Deck repairs required: Yes \_\_\_ No \_\_\_

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Entry wood repairs required: Yes \_\_\_ No \_\_\_

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Entry surface repairs required: Yes \_\_\_ No \_\_\_

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