



PROPERTY MANAGEMENT, INC. • 295 Bloomfield Avenue • Caldwell, NJ 07006 • 973-228-5477

FAX: 973-228-5422

May 26, 2009

Glenmont Commons Homeowners Association
Parsippany, New Jersey

Re: Garage & Front Door Painting

Dear Unit Owner:

This letter is to inform you that the Association will begin repainting garage and front doors and the surrounding casing/trim of Units in the complex. This service is provided as part of your monthly dues, in an effort to maintain external uniformity of the Units. Elite Painting and Power Washing, Inc. of Roseland, NJ is the company the Board has contracted for this project. 136 Units will be painted this year as part of a 3 year cycle/painting schedule, determined by the original build date of the Unit.

The painting will begin on Monday, June 8th. Each Unit will take 2 days of work, the doors will be power washed the first day, prepped and painted the second day. The project will take several weeks to be completed, and please keep in mind the painting will be done weather permitting, meaning if rain is forecasted for that day they will not be painting. Please read the following information regarding the project, and please cooperate with Elite Painting during this project.

Elite Painting will be working Monday thru Friday from approximately 8:00 am to 4:30 pm and Saturdays by appointment only from approximately 8:00 am to 2:30 pm.

If you have any personal items on or near the garage door or front doors please move them prior to Elite's arrival.

You will need to open your front door for it to be prepped and painted. Front door painting is preferred to be done Monday thru Friday. It is understood that this may be inconvenient for you, Saturdays will be designated for painting front doors of residents who can not be home Monday thru Friday on a first come, first served basis by appointment only- please email your preference to tony.elitepainting@gmail.com and they will try to accommodate your preference as best they can.

You will not need to be home and your garage door will not need to be open to be painted. **You must open it 6-8 hours after painting to prevent the door seals from sticking. Elite will leave a flyer at your door informing you when the door is completed. Please allow ample time for your front door to dry before completely closing, at least 6 to 8 hours.**

If you are interested in having Elite Painting provide any other services at your expense, please don't hesitate to call them for a free estimate and a 15% discount to all Glenmont Commons Residents.



Our number one goal is to make everyone happy with the end result. Elite Painting and Glenmont Commons HOA will not be responsible for any damaged personal property during this project.

If you have any questions regarding the above information or issues with the service, please feel free to contact Mike Freda in the office at extension 16.

Very truly yours,



Mike Freda, Senior Property Director
On Behalf of the Board of Trustees
Glenmont Commons Homeowners Association, Inc.

Cc: Board of Trustees



Painting and Power Washing, Inc
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Fax# (973) 228-4540
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GLENMONT COMMONS HOA

APPROXIMATE PAINTING SCHEDULE*

* weather permitting

<u>Address</u>	<u>Estimated Date*</u>
5-65 Springhill Drive Odd #'s	6/8-6/10
4-28 Springhill Drive Even #'s	
4-40 Summerhill Drive Even #'s	6/10-6/12
22-52 Wiley Court Even #'s	
5-35 Wiley Court Odd #'s	
71-107 Springhill Drive Odd #'s	6/12-6/16
5-35 Summerhill Drive Odd #'s	
4-34 Pinfold Court Even #'s	
15-39 Pinfold Court Odd #'s	6/16-6/18
40-64 Pinfold Court Even #'s	
82-112 Springhill Drive Even #'s	
113-149 Summerhill Drive Odd #'s	
41-71 Summerhill Drive Odd #'s	6/19-6/22
77-107 Summerhill Drive Odd #'s	
58-82 Summerhill Drive Even #'s	
148-178 Summerhill Drive Even #'s	6/23-6/25
118-142 Summerhill Drive Even #'s	
154-196 Summerhill Drive Even #'s	
118-148 Summerhill Drive Even #'s	6/26-6/29
88-112 Summerhill Drive Even #'s	
113-155 Springhill Drive Odd #'s	
30-72 F. Huston Taylor Ct. Even #'s	6/30-7/2
5-47 F. Huston Taylor Ct. Odd #'s	