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January 18, 2014

From: The Ridges at Chalet Village Board of Directors

Subject: Board Policy Letter #10, HOA Security, Keys and Locks

To: All Owners

All areas, to include **water heater/water shutoff areas**, garage doors, storage rooms, laundry room, recreation room, and condo units must be closed and locked when not in active use. **Keys and lock codes must not be given to untrusted parties** or left unsecure. The Association is installing locks on all unsecured garages.

Keeping areas secure is common sense. **The security of water heater/water shutoff areas** is a particular concern since an entire building is affected by water intrusion due to an unauthorized water turn or heater tampering.

Owners that rent or allow guests must pay particular attention to this policy.

Remember, the complex is under 24 hour surveillance. Owners are held responsible for security to include replacement locks, keys, and associated costs along with property damages.

Kind Regards

Board of Directors  
The Ridges At Chalet Village

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