



07-19-2023

21150 Gertrude Ave,
Port Charlotte, FL 33952

Attention Sunshine Villas Owner

Doors

If you have sustained damage to your exterior door due to Ian Hurricane -

- 1) Provide a detailed description of the hurricane damage and how this damage affects the function of the door along with photo/photos showing the hurricane damage.
- 2) This information to be submitted to ssvhurricanedocs@gmail.com
- 3) Submission deadline is within 30 calendar days of the writing of the letter.
- 4) No further claims will be accepted after the deadline.

After the deadline, properly submitted documents will be reviewed. Further detail may be asked by the HOA prior to insurance submission. It should be noted this **will not guarantee** that your door will be replaced and that it is a final decision made by the HOA's insurance company.

Windows

First Wave of windows have been ordered!

Windows will be done in 4 phases. The first wave of windows include buildings: **C, E, F, G. Partial** of the following buildings have also been ordered: **L, K, M, R**. Windows that have been ordered are manufactured by Wincore. Windows will be hurricane rated and will be side-by-side sliders. The windows **WILL INCLUDE SCREENS**. Windows are projected to arrive in 6-8 weeks. Once they arrive, **Home install services** will do the install and **WILL** need access inside the units work is going to be done in. If you have already been notified of needing access to your unit for measuring, please be ready to give us access to your unit at the scheduled time mentioned above for the install. You will be notified ahead of time as time draws closer.

Once it is your turn to have your windows replaced, before ordering the windows it will be required that we have access inside your unit with the installers to record the internal measurements before ordering.

COMMON GROUND

If you are an owner and wish to make any changes to the grounds in front of your unit you **MUST** petition the board at a duly called meeting and state what you would like to do **WITH PHOTOS**. Please

be aware that if the board approves of what you would like to do in front of your unit it will be subject to change once the HOA is ready to address the landscaping.

The board is looking to start a **landscaping committee**. You do not need to serve on the board to be a part of the committee. **Only owners** may be members of the committee. If you wish to volunteer to be a part of the committee, we please ask that you attend a duly called meeting and state your interest.

If you have made changes to your landscaping in front of your unit without the consent of the board you ***will be subject to a FINE of \$100 per day and \$1,000 in aggregate.***

DUMPING POLICY

DUMPING AND LITERING ON THE COMMON GROUNDS WILL NOT BE TOLERATED AND WILL RESULT IN AN IMMEDIATE FINES. ABSOLUTELY NO FURNITURE IS PERMITTED ANY LONGER TO BE SET ASIDE THE DUMPSTER AREAS. ANY GARBAGE THROWN BETWEEN THE DUMPSTER WALLS AND THE DUMPSTER WILL ALSO RESULT IN AN IMMEDIATE FINE. FINES WILL ACCRUE DAILY UNTIL THE ISSUE HAS BEEN RESOLVED.

ADVISE YOUR TENANTS

PLEASE RESPECT YOUR COMMUNITY