

EVIAN, HPR

PLEASE READ THIS CAREFULLY

MAINTENANCE RESPONSIBILITIES FOR HOMEOWNERS & OCCUPANTS

PART ONE – Villa Maintenance

Each property owner is responsible for repair and maintenance of their own villa, including the following:

- ❖ AIR CONDITIONER, LEAKS AND FILTERS
- ❖ CABLE TV CONNECTIONS
- ❖ CARPETS, FLOOR TILE
- ❖ CLOTHES WASHER AND DRYER
- ❖ CAULKING AROUND SINKS AND TUBS
- ❖ DISH WASHER
- ❖ DOOR LOCKS AND KEYS
- ❖ ELECTRIC STOVE AND OVEN
- ❖ ELECTRICAL WIRING INSIDE VILLA
- ❖ FIREPLACE ASHES, SOOT BUILDUP, FIREBOX
- ❖ GARBAGE DISPOSAL
- ❖ WATER HEATER
- ❖ FIRST FLOOR DECKS
- ❖ WINDOW GLASS HARDWARE, MULLIONS, OPERATIONS
- ❖ HEATING EQUIPMENT, LEAKS, FILTERS
- ❖ INTERIOR CABINETS
- ❖ INTERIOR PAINT, CEILING FINISH, WALLPAPER
- ❖ PLUMBING, PIPES, LEAKS
- ❖ PLUMBING DRAINS INSIDE VILLA
- ❖ REFRIGERATOR, FREEZER, ICEMAKER
- ❖ SCREENS FOR WINDOWS AND DOORS
- ❖ TELEPHONE AND CONNECTIONS
- ❖ VENTS FOR STOVES, FANS, CLOTHES DRYERS

ALL ELECTRICAL APPLIANCES INCLUDING COFFEE MAKER, IRON, LAMPS, MICROWAVE OVEN, TOASTER, TV, VCR, RADIOS AND VACUUM CLEANER.

THE RENTAL COMPANY IS THE FIRST PLACE TO CALL FOR HELP IF THE OCCUPANT IS A RENTER. EVIAN MAINTENANCE DOES NOT ADDRESS THE OWNER RESPONSIBILITIES LISTED ABOVE.

IF THE OCCUPANT IS SOMEONE RENTING DIRECTLY FROM THE HOMEOWNER OR USING IT FROM THE PROPERTY OWNER, PLEASE CALL THE HOMEOWNER TO RESOLVE THESE PROBLEMS.

PART TWO – Homeowner Responsibilities

Each homeowner is also responsible for repair and maintenance of property outside their villa, including damage to an adjoining unit when:

1. Repair work within the homeowner's unit will adversely affect other owners.
2. The homeowner must use reasonable and due care in the maintenance and repair of his unit; for example, preventing leaks from plumbing, toilet seals, etc.

PART THREE – Contact information

The Evian Board contracts with vendors to maintain common property and encourages you to report problems / missed service to Mike Litchfield.

Mike Litchfield, Site Manager	843-785-3922
Pest Control:	Carolina Termite & Pest Control
Trash Collection:	Waste Pro
Landscape:	Vera Kyle, Eye Catching Landscaping
Pool:	In house- Evian

Other services that you may need to contact:

Time Warner Cable/Spectrum	843-785-5175
Hargray	843-686-5000
Palmetto Electric	843-681-5551
Water, sewage: South Island PSD	843-785-6224
South Island PSD Emergencies	843-671-2907

If you have questions about your Evian, HPR account, please contact:

IMC Resort Services, Inc.	843-785-4775 ext. 117
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For questions about the overall community of Shipyard Plantation, we offer the following:

Shipyard POA office	843-785-3310
Pope Gate	843-785-3776
278 Gate	843-785-4776

Evian Board of Directors