## Villas at Northville Hills Condominium Association Architectural & Maintenance Committee Procedure for requesting Repairs to Garage Doors

The Villas Master Deed states that the Association's responsibility is limited to repairs and replacements to the garage door panels, hinges, and weather stripping, and will maintain/paint the outside door surface. All other components of the door are the Co-Owners' responsibility, including, but not limited to, the tracks, cables, rollers, torsion springs, electric automatic door opener & remotes, glass panels, insulation, interior surface, etc. .

To ensure that the correct determination is made on which party is responsible for the cost of repairs to the garage door repairs, it is the Co-owners responsibility to make the initial service call to Overhead Door Company (Phone: 734.449.0400) requesting a service visit to investigate the garage door operation and determine what repairs are required and the responsible party for payment of the repair costs.

The initial service call fee is to be paid by the Co-owners. If it is determined that door problems were caused by collision with a vehicle, person, or other object, the cost of repair and/or replacement will be the Co-Owners responsibility. If it determined that the door problem relates to failure of the front panels and/or the hinges, from a cause other than a collision, then the Association will pay for the cost of materials and labor to repair or replace the panels and/or hinges and will reimburse the Co-Owner for the initial service call charge.

If no repairs are required, or the repair was necessary because of a collision, or the repair was necessary because of the failure of a Co-Owner part, or the repairs were to garage door parts other than the door panels, weather stripping, and/or hinges, the repair labor and parts cost will be the responsibility of the Co-Owners and the cost of the initial service fee paid by the Co-owner will not be reimbursed by the Association.

If repairs or replacement are made to components that are the responsibility of both the Association and the Co-Owners, the cost of the parts will be paid by the respective party and all labor and the initial service fee will be pro-rated in ratio to the cost of the parts.