

## Prospective Buyer Information

### MAPLE RIDGE CREEK VILLAGE

*September 2023*

We are pleased that you are interested in purchasing a condo in Maple Ridge Creek Village. You will find that Maple Ridge Creek Village (MRCV) is well managed and a very friendly place to call home. Our Association is organized around a set of bylaws and policies designed to make sure that this community remains as a "location of choice."

The following is a brief summary of some of the Bylaws and Policies which, as a prospective buyer, you might find helpful. The complete version of the Bylaws, Policies, MRCV Association Handbook, and Responsibility Chart can be found below under Governing Documents & Forms.

**Management Company** - Day-to-day operations are administered by Association Management Inc (AMI). Our Property Manager at AMI is Kelly Terrell. Kelly can be reached via e-mail at [kterrell@amicondos.com](mailto:kterrell@amicondos.com). The phone number for AMI is 586-739-6001.

**Pets** - No more than one dog or two cats may be kept without prior written consent from the Board of Directors. Pets are not allowed to run loose and must be attended at all times. Each co-owner is responsible for the immediate collection and disposition of fecal matter deposited by their pet. No dangerous pets may be kept.

**Vehicles** - Commercial vehicles, trucks, trailers, boats, recreational vehicles, or recreational equipment must be parked fully in a garage unit with the door closed.

**Plantings** - Bushes, shrubs, or flowers around decks or along the rear of units were not part of the developer-established beds (DEB), and their maintenance is the responsibility of the co-owner.

**Decks and Enclosed Porches** - Maintenance of decks and enclosed porch areas are the responsibility of the individual co-owner, and must follow current policy.

**Grills** - Gas grills are the only type of grill allowed and may be kept year around only on decks, stairway landings or rear paver areas where applicable.

**Insurance** - Each homeowner is required to carry insurance to cover interior walls and fixtures. AMI annually advises co-owners as to the minimum amount of coverage needed for a unit. Co-owners are required to provide AMI with a copy of the Policy Declaration Page each year upon insurance renewal.

**Modifications (Co-owner pays)** - All exterior modifications of any type must be approved by the Board prior to making the modification.

**Work Orders (Association pays)** - All work order (maintenance) requests must be submitted via the website or mail for processing and approval.

We hope you find this information helpful. Our residents enjoy living here, and we are sure you will too.