

Karrington Crossing Owners Association, Inc.

Breakdown of Dues Paid

The information provided below is not meant to cover all aspects of the Karrington Crossing Covenants, but the Board has provided below a summary of what benefits Karrington Crossing homeowners receive from paying HOA dues. The Karrington Crossing Board of Directors encourages you to read the Covenants thoroughly and become active in the association by participating in annual meetings and serving on boards. If you have any further questions about the covenants, consult your attorney, the Property Management Company or Karrington Crossing Board members. It is the responsibility of the Karrington Crossing Board of Directors to establish a budget to cover the expenses of the association and prioritize/approve how dues are spent on the behalf of the HOA and its members.

Dues: \$75

Draft: 5th Day of the Month

Late: 11th Day of the Month

Late Fee: \$10

The \$66 you pay in dues at Karrington Crossing currently pay for the following benefits/expenses of the association:

1. Annual Termite Inspections.
2. Pest control when requested by homeowner.
3. Exterior lawn maintenance of areas outside patio (e.g. front lawn, sidewalk, parking lots and entrance). This includes replacement of pine straw and dead or missing bushes.
4. Pressure washing of building exteriors to remove mildew and dirt.
5. Professional management of the association and property by a local property management group.
6. Dumpster supply and maintenance.
7. Parking lot lighting.
8. General liability insurance for the common areas and Board of Directors.
9. Exterior replacement/repair of parking lots, sidewalks, siding, fences, and shingles as needed. Damage to these building components as a result of wind, water, vandalism or fire is not covered by the HOA. Your hazard insurance carrier (e.g. homeowner policy) would cover these types of damage.

HOA manager is Tonya Rosado

All concerns should be emailed to tonyar@russellpm.com or you may call 252.329.7368.

Karringtyn Crossing Owners Association, Inc.

Homeowner vs. Association Responsibilities

O-OWNER A-ASSOCIATION

	PATIO
Concrete	O
Fence/Gate	A
Landscaping	O
	GUTTERS
All Gutters	A
	ROOF
Leaks	A
Shingle (repairs) required due to leaks	A
Shingles (replace) due to normal wear	A
	WINDOWS
Replace	O
Repair	O
Seals	O
Shutters	A
Screens	O
Leaks	O
	DOORS (Exterior)
Replace	O
Repair	O
Paint	A
	MISCELLANEOUS
Ceiling Leaks	O
Light Fixtures and Bulbs (outside)	A
Painting (outside)	A
Pest Control	A
Plumbing Hose Bibbs	O
Siding	A
Termites (Inspection Only)	A
External Wood Rot	A
Electrical (outside)	O
Door Bell Buttons	O

Notes:

1. Storm doors and entrance doors must be approved by the association prior to installation.
2. Maintenance responsibilities of KC HOA do not include damage to homes as a result of Fire, Wind, Water or Vandalism. Damage as a result of these causes would be the responsibility of EACH homeowner and/or their insurance carrier.
3. Interior damage to homes as a result of water leaks are the responsibility of each homeowner.
4. Please reference Karringtyn Crossing Covenants and Bylaws for more information.

Karrington Crossing Homeowners Association

106 Regency Blvd
Greenville, NC 27834
Phone: 252.329.7368 Fax: 252.355.9641

Homeowners Association Information Sheet

Property Address: _____

Homeowner's Name: _____

Spouse or Co-Owner's Name: _____

Owner's Mailing Address: _____

Telephone: _____ (Home)

_____ (Work)

_____ (Cell)

Email Address: _____

It is very important that we receive this information from you for your benefit. This is general information needed by your homeowner's association and will be filed in your personal file in the **HOA Office** at Russell Property Management and your email will be used to invite you to the FrontSteps portal. You can email this form back to your manager rather than returning it via postal mail.

PLEASE EMAIL, MAIL, OR FAX TO US ASAP!
THANK YOU FOR YOUR TIME AND COOPERATION!

Karrington Crossing Homeowners Association

106 Regency Blvd
Greenville, NC 27834
Phone: 252.329.7368 Fax: 252.355.9641

Tenant Information Sheet

If you rent your unit, please complete the following information about your tenant(s).

Today's Date: _____ Unit #: _____

Homeowner's Name & Mailing Address: _____

Phone #'s: _____

IS THIS AN INVESTMENT PROPERTY OR DOES FAMILY MEMBER RESIDE IN THIS UNIT?
Circle correct answer.

Tenant Name(s): 1. _____ Phone: _____
 2. _____ Phone: _____
 3. _____ 4. _____

Tenant Vehicle Information:

Vehicle #1	Make: _____	Model: _____
	Tag #: _____	Color: _____
Vehicle #2	Make: _____	Model: _____
	Tag #: _____	Color: _____

Do you have a pet? Yes or No

Please make sure to give all tenants a copy of the Association by-laws and rules/regulations. Should the tenant fail to abide by said documents, the individual homeowner will be held responsible.

Signature of Homeowners

Date

Russell Property Management, Inc.

106 Regency Blvd

Greenville, NC 27834

Phone: 252.329.7368 Fax: 252.355.9641

Draft Authorization

I, _____, hereby authorize Russell Property

Management to charge my monthly dues/rent to the following account:

(Address for unit)

(Mailing address, if different from Unit)

Draft Payable to (HOA name)

Date of First Draft

Amount to be drafted each month

Please note:

* If HOA dues are increased, your draft will automatically be increased

** HOA dues will be drafted approximately 5 Days before the associations late day.

*** There is a \$1 fee per draft for this service.

Signature

Date

Bank Name: _____

Routing #: _____

Account #: _____

PLEASE ATTACH OR EMAIL IN A PICTURE OF A VOIDED CHECK