

Date: October 28, 2009

To: All Ellington Owners & Residents

From: Tim Russell, Project Manager

Re: Building Coating and Survey Responses

The exterior re-coating and sealing project is nearing completion. At this point we are over 90% complete and expect finish by November 9th. As the project concludes we need to know that you are satisfied with the work done on your specific deck. If there are any issues that need to be addressed, we need to hear from you.

In recent weeks we have distributed forms for you to complete to notify us of any issues that need to be resolved. Currently 53 out of 176 units with decks have responded. These forms are an important tracking tool for the Association and the Contractor. If you HAVE NOT responded and HAVE PROBLEM AREAS, please do the following:

- Review the work done on your deck and complete that attached Form, describing as best you can the work that needs to be fixed.
- All units with decks (except the X18 and X19 stacks) should be able to review the deck immediately. Some of you may still have protective masking that needs to stay in place to protect your deck from wind drift and splatters from adjacent work. You will be able to amend or re-submit your report if you find any issues after the masking has been removed.
- If you are away from the property and cannot complete the review of your deck, please notify Shari at the Concierge Desk (206.443.9599). You will need to complete and return a Permission to Enter Form so that the Building Engineer can do the inspection for you. (The form is attached to this E-Mail)
- If we DO NOT RECEIVE a completed survey from you by November 13th we assume that the walls and ceiling of your deck are acceptable and don't need any additional work.