



Quail Marsh HPR

Fire Safety & Unit Inspection Form

Unit Address: _____

Fire Safety

1. Smoke Alarms: Three smoke alarms per unit are required.
 - a. One located on the ceiling in the living room by the kitchen.
 - b. One in the left bedroom located on the ceiling by the door.
 - c. One in the right bedroom located on the ceiling by the door.
2. Fire Extinguisher: Each unit is required to have a Fire Extinguisher located in the unit. The location will be the same in each unit. The Fire Extinguisher must be hung in the laundry room. As you open the doors look straight ahead on the wall located between the dryer and washer.

HVAC Inspection

1. Each unit is required to have a drip pan installed under the interior unit (if not built in).
2. Auto shut off float switch is a safety device that each unit needs to have. It shuts the HVAC unit off, if is dripping water into the float switch box.
3. The exterior units need to be set on a concrete slab. If it's currently on the ground directly or the concrete is broken, the slab needs to be repaired.
4. Electrical cut off boxes need to be up to date, in a box with no wires hanging out.

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Water Heaters

1. Each water heater is required to have a drip pan under the unit, with a working drain line.
2. No unit may be 12 years or older. If so, it needs to be replaced, proof of replacement is required.

Plumbing/Water lines

Bathrooms: Toilets & Sinks

1. Inspection of toilets needs to be completed periodically. Need to rock the toilet to see if it loose or wobbles. Also, attempt to lift the toilet. All this is checking the flange and wax ring. If any of these happen you need to pull the toilet and replace the wax ring and or possibly the flange.
2. Water lines & flush/fill valves need to be inspected for leaking water.
3. Tank bolts need to be inspected for leaking water and or if loose.
4. Sinks need to have water supply lines inspected for age and leaks.
5. Plumbing fixtures: shower knobs, faucets, etc, need to be inspected for leaks. To include access panel areas.

Kitchen: Sinks, Refrigerator and Water Lines

1. Sink water supply lines need to be inspected for water leaks/drips
2. Kitchen faucet inspected if loose and or leaking.
3. Refrigerator water supply lines for water leaks
4. Refrigerator for water leaks.



Safety Areas and Compliance

1. Pest Control is completed monthly, refusal is not an option! Units that refuse treatment are subject to violation fines assessed to your account.
2. Keys and or codes are to be kept on file at all times at the HOA Property Management Office. Refusal is a violation and subject to violation fines assessed to your account.
3. Doors and windows are the responsibility of the unit owner. You may install new doors and or windows at your cost. They must first be approved by the Board of Directors on the ARC Form (you may find this on your website).
4. Exterior lights. The HOA will maintain the HOA common area light bulbs. Please keep your lights in working order and repaired.
5. Front decks/patios are for the use of each unit for sitting and relaxing. This area is not a storage area. Exterior patio furniture only. Items may be disposed of without warning.
6. No gas or charcoal grills are permitted on the HOA property. Grills are provided in the common areas.
7. Privacy: White in color blinds and or curtains are permitted. No linen, sheets, colored items, towels, blankets, etc.



By signing below I agree and understand the safety concerns that the Board of Directors and the Property Management Team are trying to address for safety of owners, renters, buildings and the HOA Insurance Policy.

I have inspected my unit and have corrected all that was needed to be brought current and or updated.

I have included (if needed) receipts to show proof of replacement or repairs for the above outlined items.

I understand that Fire Extinguishers and smoke alarms are not an option, but are MANDATORY. Also, that I may be held liable if damages that are caused by my neglect.

Printed Name

Unit

Signature

Date