



# *Four Turnberry Place*

## **ENGINEERING STAFF POLICY**

*This policy addresses the type of work the engineering staff is authorized to perform.*

The inside of the Unit is the responsibility of the Homeowner. The engineering staff of the Association maintains the infrastructure and common areas only. The only time the staff is authorized to do anything in the Unit is if there is an issue related to health, welfare, and safety such as fire, water, and/or gas leaks.

If a resident has any items inside his/her unit that require maintenance (electrical, plumbing, heating and air conditioning, etc.), he/she will need to contact a licensed contractor to perform the work. However, if something in the common area needs attention, we ask the residents to please notify the Management Office and they will schedule it to be addressed.

A list of the contractor requirements necessary for a vendor to perform work in the tower can be found on the Resident Resources page on our website at **[FourTurnberryPlace.com](http://FourTurnberryPlace.com)** under "Build-Out and Remodel" or a copy may be obtained from the Management Office.