

MANCHESTER IV CONDO OWNER'S LANDSCAPE SERVICE REPORT

ADDRESS _____

OWNER'S NAME _____

DATE OF REPORT _____

INSTRUCTIONS

To report problems, fill out and submit this form to Hank Hosman at 814 Manchester Woods Drive, or Alice Gallagher at 2210 Mayfield Oaks Place. **No action can be taken until the form has been submitted.**

Step 1 - indicate the problem using the key line item number and describe the problem on the comment line

Step 2 - locate and mark the problem on the diagram on the reverse of this form using the line item number. (example: 1C would mean 'significant bare spots')

KEY	TYPE OF PROBLEM	COMMENTS
	1. LAWN	
1-A	significant brown spots	
1-B	weeds	
1-C	significant bare spots	
1-D	needs mowing	
1-E	needs edging	
	2. SHRUBS *only front & around a/c units	
2-A	need trimming	
2-B	poor condition/sick	
2-C	need removal	
	3. TREES	
3-A	brushing against roof	
3-B	touching house	
3-C	need removal	
3-D	need pruning	
	4. IRRIGATION SYSTEM	
4-A	sprinkler not working	
4-B	sprinkler buried	
4-C	sprinkler needs adjustment	
4-D	sprinkler broken	
	5. POPCORN AREAS *only front & around a/c units	
5-A	remove weeds	
	6. FERTILIZER	
6-A	needs fertilizing	
6-B	fertilizing not completed	
	7. COMMON AREA	
7-A	needs mulch	
7-B	mulching not completed	
	shrubs need attention	
	8. INSECT CONTROL	
8-A	grass needs attention	
8-B	shrub(s) need attention	
8-C	tree(s) need attention	
	9. GENERAL CLEANING	
9-A	driveway & walkway areas	
	DATE SUBMITTED TO BOARD	REC'D BY BOARD MEMBER

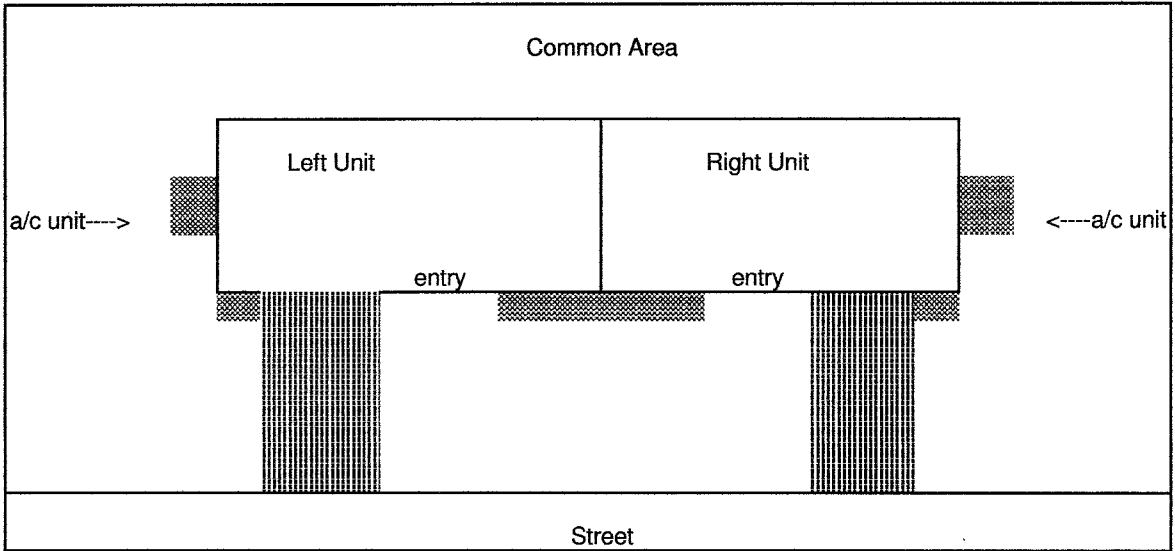
FOR USE BY BOARD MEMBER ONLY

STATUS: PROCESSING // PENDING // RESOLVED

MANCHESTER IV CONDO OWNERS

DIAGRAM OF UNITS (facing from street)

NOTE: not to scale, meant as an approx. guide)



 Indicates Popcorn Area
 Indicates Driveway