

Important Memorandum

To: All Hampshire Greens Homeowners
From: Ralph Caudle, Community Manager
IKO Real Estate, Inc.
Re: Mailbox Specifications
Date: June 13, 2014

At their February 11, 2014 the Board of Directors approved the following mailbox guidelines:

The Gibraltar Classic (model #C1100B00), Tuffbody (model TB1B0000) and Mailsafe II (model SM16KB01) locking mailboxes are pre-approved (pictures attached). A pressure treated wood post matching the original or the Salisbury aluminum post (model 4835BLK) are the pre-approved posts (pictures attached; all are available at Home Depot). You may apply for approval of other mailboxes but they must be very similar in appearance. Address numbers must be 3 inch high and white. A black side newspaper boxes (attached to the same post) and alarm company notices are allowed, separate newspaper boxes, oversize numbers, side facing boxes and reflectors are not allowed. Existing mailboxes that were previously approved and existing high-end (Frontgate type) mailboxes would be grandfathered for the life of that mailbox.

Since painting of the mailbox post accounts for a majority of the deficiencies, the Association will have all the post that need it painted and the Washington Post newspaper boxes removed. Homeowners with other deficiencies will be getting notice of needed repair shortly and will be given 90 days to repair or replace their mailbox. If the homeowner fails to make the necessary repair or replacement the Association will do the repair or replacement and bill the homeowner for the cost. Owners may do the replacement themselves or use the contractor of their choice, HGH Handyman Services LLC (301-646-4443, owned by a Hampshire Greens homeowner) can do repairs or a complete mailbox/post replacement (\$235)

If you have any questions, please contact Ralph Caudle at (301) 924-4050 or rcaudle@ikorcommunitymanagement.com