

HOMEOWNER MAINTENANCE MANUAL

VILLA BELLA

ACKNOWLEDGEMENT RECEIPT (OWNER COPY)

Congratulations on the purchase of your new home!

We are delighted to be able to help you achieve your dream of home ownership. It is our sincere desire to provide you with a quality home with long lasting value.

This manual will highlight your new home's features, and offer maintenance guidelines. Please read the information thoroughly, and keep it on hand for reference whenever general maintenance is required.

Please retain this sheet for your records that you received this Homeowner Maintenance Manual.

Unit No.:
Street Address:

Buyer

Date

Buyer

Date

Authorized Agent

Date

This manual is not intended to replace the detailed information contained in any other warranty contract, including an insurer's homeowner warranty. Employees or agents of Pacific Paradise Condominiums, LLC. are not authorized to extend, modify, or change any other warranty in any way.

HOMEOWNER MAINTENANCE MANUAL

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PACIFIC PARADISE CONDOMINIUMS, LLC.

HOMEOWNER MAINTENANCE MANUAL

VILLA BELLA

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TABLE OF CONTENTS

TABLE OF CONTENTS.....	1
OVERVIEW.....	3
Purpose of the Maintenance Manual.....	4
What This Manual Contains.....	5
FIT AND FINISH WARRANTY.....	6
LIMITED WARRANTY -- CIVIL CODE §900.....	7
Inspection List.....	15
Warranty Acknowledgement Receipt.....	16
How To Request Service.....	17
Customer Service Request Form.....	18
HOME CARE.....	19
Appliances.....	20
<i>Cook top and Microwave</i>	20
<i>Dishwasher</i>	20
<i>Range and Oven</i>	20
<i>Garbage Disposal</i>	20
<i>Range Hood and Vent</i>	21
<i>Smoke Detectors</i>	21
Surfaces and Finishes.....	22
<i>Cabinets</i>	22
<i>Caulking and Sealants</i>	22
<i>Natural Stone Countertops</i>	22
<i>Drywall</i>	23
<i>Methane Ventilation Pipes In Walls</i>	23

Doors and Windows.....	24
<i>Exterior and Interior Doors</i>	24
<i>Windows and Screens</i>	24
Flooring.....	25
<i>Carpeting</i>	25
<i>Natural Stone Flooring</i>	25
<i>Stamp Cement and Desert Crete</i>	25
Electrical, Heating and Plumbing Systems.....	26
<i>Air Conditioning/ Heating</i>	26
<i>Circuit Breakers</i>	26
<i>Plumbing</i>	26
<i>Balcony and Deck Areas</i>	27
HOMEOWNER'S INSPECTION CHECKLIST AND PROOF OF INSPECTION AND SERVICE.....	28
USEFUL FORMS AND INFORMATION.....	47
Emergency Phone Numbers.....	47
<i>Heating and Air Conditioning</i>	47
<i>Plumbing</i>	47
<i>Electrical</i>	47
<i>Low Voltage (T.V., Cable, Alarm, Telephone)</i>	47
<i>Elevators (Non-Handicapped)</i>	47
<i>Elevators (Handicapped)</i>	47
Interview Questions to Ask a Potential Contractor.....	48

OVERVIEW

Welcome to Villa Bella!

We realize that you have had a number of alternatives in choosing a home, and we are pleased and grateful that you have chosen Villa Bella.

Proper maintenance is key to continued enjoyment and comfortable living in your home. As the owner, you have a responsibility to keep your home in good condition. We have prepared this Manual to assist you in maintaining and caring for your home. It is not intended to be a substitute for any other maintenance information you may receive, such as manufacturer's manuals.

Please take the time to read this guide and implement its recommendations as soon as possible. We hope that you find this Manual a useful tool and resource for you to become acquainted with your home and to become familiar with its care requirements.

On behalf of everyone at Pacific Paradise Condominiums, LLC., we extend our best wishes for many years of happiness in your new community. We are confident your new home will be a source of joy for you and your family.

Warmly yours,

Pacific Paradise Condominiums, LLC.

PURPOSE OF THE MAINTENANCE MANUAL

THIS MANUAL WILL ACT AS A REFERENCE to help you in maintaining your home. It offers various obligations, preventive maintenance practices and schedules that are required to keep your home in top condition.

You must maintain your home according to the enclosed guidelines in order to retain your full rights to require your seller to remedy a construction defect. Poor or negligent maintenance may invalidate your home warranty, according to California state law.

Since it is not possible to foresee every potential maintenance condition that may arise, this Manual should not be construed as all encompassing and should not be considered as the sole source of information of maintenance guidelines for your home. Some items in this manual may not apply to your particular situation.

Notwithstanding any provisions contained herein to the contrary, if any maintenance schedule or procedure referenced in this booklet differs from any written maintenance schedule or procedure provided to you by the seller, contractor, or the manufacturer of the specific product, you agree to follow the written maintenance schedules or procedures provided by the seller, contractor, or manufacturer, instead of those provided in this publication.

WHAT THIS MANUAL CONTAINS

<i>Overview</i>	Outlines the purpose of this Manual and explains how your home will benefit from its implementation.
<i>Fit and Finish Warranty</i>	Highlights items covered by your seller during the first year of your home ownership.
<i>Home Care</i>	Describes necessary maintenance inside your home.
<i>Seasonal Maintenance Schedule/Checklists</i>	Provides a schedule and checklists detailing maintenance and inspection needs.
<i>Helpful Forms and Information</i>	Contains useful forms, checklists and other information about your home.

FIT AND FINISH WARRANTY

FOR A PERIOD OF ONE YEAR from your close of escrow, you are covered by your seller's express written warranty covering the fit and finish of the following building components, subject to the terms and exclusions of that warranty.

1. Cabinets
2. Mirrors
3. Flooring
4. Interior and exterior walls
5. Countertops
6. Paint finishes and trim

The warranty for a fit and finish means that the seller will repair significant cracks or failure of these items. Scratches caused by the homeowner or others after the move-in are the responsibility of the homeowner.

The warranty does not apply if these are damaged by some other portion of the home, for example, a window leaking water.

Nothing in this document is intended to imply that the seller is offering an enhanced protection agreement.

LIMITED WARRANTY -- CIVIL CODE §900

FROM:

Pacific Paradise Condominiums, LLC.

("Developer")

TO:

("Purchaser(s)")

COMMUNITY: VILLA BELLA

UNIT NUMBER: _____

ADDRESS: _____

I. ONE YEAR FIT AND FINISH WARRANTY: THIS CONSTITUTES A ONE-YEAR EXPRESS LIMITED WARRANTY COVERING THE FIT AND FINISH OF CERTAIN BUILDING COMPONENTS AND IS INTENDED TO COMPLY WITH CIVIL CODE SECTION 900.

A. Definitions:

"Covered Components" - cabinets, mirrors, flooring, interior and exterior walls, countertops, paint finishes and trim of the Dwelling

"Dwelling" - The lot in a planned development or the unit in a condominium project described in the deed which the Purchaser received at the close of escrow.

"Inspection List" - A list of all visible surface defects and other apparent defects which were present at the time of an inspection jointly made by Purchaser and a representative of Developer prior to close of escrow.

"Purchaser" - A person who has entered into a contract to purchase a lot or a unit, whether or not escrow has closed on the purchase.

"Standards" - Those standards generally recognized and accepted in residential homebuilding in California for quality of materials and workmanship; all work shall be done in a good and workmanlike manner and shall conform to all applicable building codes and the specifications of the architect and engineer.

"Warranty Period" - One (1) year commencing with the date of the close of escrow.

B. Term: The term of this Warranty shall be for one (1) year commencing with the date of the close of escrow, meaning the date that record title of your Unit is transferred from Developer to Purchaser ("Warranty Period").

C. Covered Components: This Warranty covers the Fit and Finish of cabinets, mirrors, flooring, interior and exterior walls, countertops, paint finishes and trim of the Dwelling within your Unit. This Warranty includes, in the case of a condominium project, the described covered components located within the Common Area of the Project. (Components").

D. Excluded Items: This Warranty shall not apply to damage to the Covered Components caused by defects in other elements governed by other provisions of Chapter 2 of Title 7 of Part 2 of Division 2 of the California Civil Code (Civil Code Sections 896 and 897).

E. Standards: The standards to be complied with, and by which the performance of the Developer under this Warranty is to be judged, are those standards generally recognized and accepted in residential home-building in California for quality of materials and workmanship, and all work shall be done in a good and workmanlike manner and shall conform to all applicable building codes and the specifications of the architect and engineer (the "Standard")

F. Scope of Warranty: Items covered by this Warranty are defects and deficiencies in materials and workmanship of Covered Components that do not meet the generally accepted Standards for the Covered Components. Minor imperfections of finishes (natural or synthetic), which do not materially detract from the appearance of the finish as a whole, or whose existence remains a matter of subjective judgment only are not covered by this Warranty. The following are specific items that are covered by this Warranty, except expressly limited as stated:

1. Visible Surface Defects: Visible surface defects that are serious defects in finished surfaces, evident upon examination, are covered by this Warranty if noted on the Inspection List (described in subparagraph G below). Examples are chipped, scratched, cracked or broken windows, mirrors or shower doors; chipped or scratched appliances, bathtubs or washbowls; scratched, gouged or scuffed flooring; stained or dirty carpeting; stained, scratched, gouged or dented walls, ceilings, doors or trim. Visible surface defects not noted on the Inspection List are deemed to have occurred after transfer of title and are not covered by this Warranty.

2. Lumber and Millwork: Material defects and deficiencies in wood components are covered by this Warranty. Minor shrinkage and expansion of wood components is to be expected and does not constitute a defect in material or workmanship. Some shrinkage of wood in the joists, studding, framing and rafters in your Dwelling may occur, and consequently some moldings or trim may shift from their original position, joints in the woodwork may open, doors may warp, and cracks may appear in drywall. Wood will shrink under extreme dryness, as it loses moisture and will swell under extreme humidity as it absorbs moisture. This characteristic of wood may cause joints in millwork to develop separations or gaps in the winter season.

3. Interior Doors: Interior doors with more than one quarter (1/4) inch of warp are considered defective and will be repaired or replaced, provided written notice has been given to Developer during the Warranty Period.

4. Hardware/Door Operations: Operation of hardware for doors is covered by this Warranty if defects are noted on the Inspection List. Due to normal use, door hardware may require readjustment over a period of time. This adjustment is not covered by the Warranty. Proper operation of all hardware should be determined by the Purchaser during its inspection of the unit and any defects noted in the Inspection List.

5. Cabinetry: Operation of cabinetry and hardware for drawers and cabinet doors is covered by this Warranty if defects are noted on the Inspection List. Cabinet drawers and hardware are subject to misalignment through use over a period of time. Readjustment of the cabinetry and cabinetry hardware is not covered by this Warranty. If there are any hardware malfunctions, they should be noted at the time of the Inspection List.

6. Floors: This Warranty covers extreme nail or seam popping, cracked or loose tile or imperfections in the subflooring that occur during the Warranty Period. This Warranty further covers scratches, gouges, heel marks and other visible surface defects, provided they are noted in the Inspection List. Because shade, feel, and color will vary within each production run of a manufacturer's carpet or tile, and may also vary as a result of use, cleaning and waxing, Developer cannot assure color match in case repair or replacement of these items is required.

7. Countertops: Serious scratches are covered by this Warranty provided they are noted on the Inspection List. Vanities and countertops are guaranteed against defects and workmanship and material during the Warranty Period. They are not guaranteed against burns or damage from frozen foods, stains from use or other improper usage.

8. Paint -- Wood Siding: The paint used inside and outside your Dwelling is of a type and quality appropriate to its use, and its application is warranted to be consistent with accepted Standards. This Warranty covers blistering, peeling or flaking during the Warranty Period. It also covers serious smudges, stains or other soiling, provided they are noted on the Inspection List. Paint will gradually change color with time, as no paint is completely color stable when exposed to light, air and varying temperature and humidity. Developer does not warrant against such color change. Wood siding is expected to change color with time. Regular care of painted surfaces, and avoidance of damage from lawn sprinklers, etc., will prolong the life of painted surfaces.

G. Non-Warrantable Conditions: The following are non-warrantable conditions, expressly excluded from this Warranty:

1. Any labor and/or material furnished by, or at the request, express or implied, of Purchaser.

2. Any warrantable condition adversely affected by any addition, alteration, remodeling, and/or repair performed by or under the supervision of Purchaser.

3. Except to the extent of manufacturers' warranties, and any "Consumer Products" (as such term is used in defined by the Federal Trade Commission, including but not limited to any tangible personal property, which is distributed in commerce, and which is normally used for personal, family, or household purposes (including any such property intended to be installed in any real property without regard to whether it is so attached or installed)), which are covered by the Magnuson-Moss Warranty Act (federal act, relating to manufacturers' warranties as to consumer goods, including appliances) when sold as part of a Dwelling.

4. Discoloration, non-uniformity of, or appearance of brick or tile.

5. Variation in color or appearance of marble/granite.

Disclaimer -- Marble/Granite: Quarried marble and granite are natural materials produced from rock and are not man-made products. As such, these materials have conditions that cannot be controlled, such as color and veining. The color or shade, and veining, of marble/granite can vary significantly in its natural state, and therefore it may be difficult to quarry a large enough batch to lay a floor that is completely uniform. For the same reason, it may be difficult to obtain marble/granite that exactly matches the color and characteristics of the sample shown to you. Marble will absorb oil or other liquid which is allowed to penetrate, resulting in permanent staining. Due to the natural characteristics of marble, the cut tiles may not be exactly equal in size and thickness. To minimize some of these variations, the marble tiles will be set with grout joints of 1/8" to 1/4" on a 1-1/2-inch to 2 inch mortar set. It will be impossible, however, to obtain a "glass-like" smooth surface which would resemble a slab. Although care is taken to provide the best finish possible, neither Developer nor its subcontractors can guarantee that there will be no variations within a marble installation, or from the marble sample shown prior to construction. Marble is a relatively soft stone subject to abrasion and scratching. Minor abrasions will be present in the product and do not constitute a defect. Major chips or scratches should be noted in the Purchaser's Inspection List.

6. Broken glass.

7. Flooring squeaks in wood floors, unless noted on the Inspection List. Variations or changes in coloration of flooring, unless noted on the Inspection List.

Disclaimer -- Wood (Cabinet/Floor) Stain: Due to normal variations in the density and graining of wood, stain applied to different pieces of the same type of wood may result in a somewhat different appearance. While this accounts for much of the warmth and beauty of natural wood cabinetry and/or flooring, Developer wishes to make clear that an exact color and grain matching in the cabinetry and/or flooring is neither implied nor guaranteed.

Disclaimer -- White Stained Wood Floors: Since the grain and pores are filled up with pigment, the finish cannot get a good grip on the wood; adhesion is impaired, and under heavy use, the finish is subject to chipping off. As humidity changes, the flooring swells and shrinks. Cracks may open up between boards and flooring may buckle due to differential in moisture content of materials. These are not noticed on ordinary floors, but on white floors dirt accumulates in cracks, appearing as thin black lines. White stain is extremely difficult to apply evenly. Unevenness doesn't show until finish is applied, and then white floors are almost impossible to touch up without making it worse. Wood can contain microorganisms which work their way to the surface. When this takes place, a reaction occurs with a water based finish (black dots show on the surface of your floor). White stained floors are too light to hide this discoloration. Neither the Developer or manufacturer of finishes or wood will warrant against the occurrence of the above stated problems.

8. Spots on carpeting, not recognized on pre-move-in inspection, or minor fading due to a variety of exposure to light and slight dye lot variance.

9. Defective seams in linoleum and carpet, surface defects in linoleum and carpet, unless noted on the Inspection List.

Disclaimer -- Transition of Flooring: This disclosure is to provide you with information regarding transitions between different types of floor materials which may be selected in your Dwelling. Hard surface materials such as vinyl, hardwood, tile and marble vary in thickness. Though all possible measures are taken to minimize the transition between two adjacent dissimilar materials, a perfectly level transition is not always achievable. In case of a slight elevation change between two hard surface floor materials a wood transition strip will be used. If tile or marble is selected for any area in which there are steps down to a carpeted area, the steps will be carpeted, and the carpet will extend approximately 12-16 inches over the top of the last step. Due to the hard, and yet brittle nature of tile and marble, it must be supported with a thick layer of mortar in order to prevent it from cracking or chipping. If placed on the edge of a step there is a possibility that the tile or marble may crack.

Disclaimer -- Carpet Seam: If you select a low loop (Berber) carpet, please be aware that the seams will show. Due to the tight weave and low pile, it is impossible to hide the seams in the pile.

10. Cracked, chipped, scratched ceramic tile, including grout joints at floors, countertops, bath tub and shower enclosures, not noted on the Inspection List.

11. Mirror defects, except as noted on the Inspection List, except latent silvering failure not noted on the Inspection List.

12. Minor cracks and/or nail pops due to normal shrinkage of lumber and/or normal settlement.

13. Effects induced by expansion and contraction of soil.

14. Premature deterioration in painted or stained surfaces due to causes other than the paint or stain or its application (e.g. allowing lawn sprinklers to hit painted or stained area, or not keeping painted surfaces clean).

H. Inspection: By your execution of this Warranty, you acknowledge and agree that you have inspected or will inspect the Dwelling and are or will be thoroughly familiar with its condition. You further acknowledge that you have completed or will complete, prior to close of escrow, with a representative of Developer, a list (the "Inspection List") of all visible surface defects which were present at the time of that inspection and such other defects as were apparent at inspection. The Inspection List is attached to this Limited Warranty as Exhibit "A" and incorporated by reference herein.

If the Inspection List has not been completed as of the date of this Warranty, Purchaser will cooperate with Developer in selecting a mutually agreeable date for the inspection. If Purchaser fails to participate in the scheduled inspection, Purchaser shall designate an agent to conduct the inspection on Purchaser's behalf.

If Purchaser fails to participate in the inspection and fails to have Purchaser's agent participate in the inspection, including the completion of the Inspection List, Developer may either designate a qualified third-party, not an agent or employee of Developer, to complete the inspection on Purchaser's behalf, or at Developer's election, Purchaser may waive its right to participate in the inspection, in writing, in which case Developer shall conduct the inspection together with the designated qualified third-party (which may be a representative of the management company retained to manage the Association), and in such event, the completed Inspection List shall be deemed to be accurate and complete, and in the event Purchaser claims that a visible defect noted by Purchaser after the close of escrow, and within the warranty period, should be covered, and said defect is not noted on the Inspection List, Purchaser shall have the burden of overcoming a presumption in favor of the accuracy and completeness of the Inspection List in any dispute resolution proceeding, should Developer reject Purchaser's claim. Fees, if any, paid to the third-party inspector, shall be paid by the Developer.

With respect to Covered Components located within the Common Area, which are not included within or immediately contiguous to the Purchaser's Dwelling, and which Covered Components are completed subsequent to the close of escrow on the sale of the Unit to Purchaser, Purchaser shall be notified by Developer not less than forty-eight (48) hours in advance of a scheduled walk-through inspection. Any Purchaser may participate in the walk-through inspection or designate a representative to participate in the walk-through inspection. An Inspection List of all visible defects that were present at the time of the inspection shall be made during the inspection period. The items noted as defects on the

inspection checklist shall define Developer's responsibility with respect to the correction of such common area fit and finish defects.

During your walk-through inspection, in addition to filling out a Purchaser's Inspection Report, you will be supplied with a Correction Report form. This Correction Report form is to be completed by you, the homeowner, within seven (7) days after taking possession of your Dwelling. Utilize this report to list all additional corrections that were not obvious during the walk-through inspection. Inspect your Dwelling thoroughly prior to completing this Correction Report and list each and every correction required. You must submit this form within seven (7) days after taking possession of your Dwelling. The purpose of the Correction Report form is to note those defects in fit or function that clearly were present but were overlooked during the walk-through inspection, or have developed after the walk-through inspection due in no way to the act or neglect of Purchaser or Purchaser's agents (i.e., a sticking cabinet door that was operating properly during the walk-through inspection). It is not to be used to list cosmetic fit and finish defects that were caused by acts of Purchaser, or Purchaser's agents, following the walk-through inspection (which are not covered by this Warranty).]

I. Developer's Obligation to Repair or Replace: Developer will repair or ~~replace~~, at its option, will repair, and at no charge, any Covered Component of the Dwelling found to be defective under the terms and definitions of this Warranty. Developer shall make said repairs or complete said replacements as soon as practicable, and without any unreasonable delay. All repairs and replacements will be made at no charge to Purchaser.

J. Claims/Notice: All claims for corrections of Covered Components must be made by written notice addressed and delivered to Developer at the address set forth below. No claim under this Warranty shall be valid if not made within the Warranty Period. In order for a claim regarding a Covered Component to be effective under this Warranty, the Purchaser must give Developer written notice of any defect in the Covered Component on or before the expiration of thirty (30) days from the date of discovery of the defect, specifying the nature of the defect. The thirty (30) day period for providing Developer with notice of the defect shall commence upon the date the defect was first manifested as being reasonably obvious or evident to the Purchaser. Failure of Purchaser to notify the Developer of a defect within the thirty (30) day claim period shall be deemed to be a failure to give timely notice to the developer after discovery of a violation and shall constitute an "Affirmative Defense" as defined in Civil Code Section 945.5.

K. Access: Purchaser must allow Developer reasonable access to the Dwelling to inspect it to remedy the defect. The failure or the refusal of Purchaser to allow Developer reasonable access to inspect or complete warranty work will entitle Developer to declare the Warranty void and of no further force or effect with respect to that defect.

II. FUNCTIONALITY STANDARDS: In compliance with Civil Code Section 896, Developer warrants that the components of a Dwelling, and to the extent applicable the components of the Common Area, shall meet and comply with the standards and the terms set forth in Chapter 2 of Title 7 of Part 2 of Division 2 of the California Civil Code, Sections 896 and 897 ("Functionality Standards"). This Warranty is not intended to constitute an Enhanced Protection Agreement under Civil Code Sections 901 to 906. This Warranty does

not apply to any actions seeking recovery solely for defects in a manufactured product (as that term is defined in Civil Code Section 896) located within the project, but does apply to installation of manufactured products if done in such a way so as to interfere with the utility or useful life of the product (as defined in Civil Code Section 896(2)(B)).

III. AFFIRMATIVE DEFENSES: The affirmative defenses set forth in Civil Code Section 945.5 are incorporated by reference herein, and said defenses shall be available to Developer with respect to any claim of a breach of warranty made under either this Fit and Finish Warranty. Under no circumstances will Developer have any liability for any alleged defect where a claim was not delivered to Developer in writing prior to the expiration of the Warranty Period.

IV. ASSIGNABILITY/TRANSFERABILITY/SUCCESSORS IN INTEREST: This Warranty is transferable upon resale to the Dwelling and will continue in effect for the balance of the applicable warranty.

V. DISPUTE RESOLUTION: Shall be determined by language set forth in the Purchase and Sale Agreement

VI. INVALIDITY OF ANY PROVISION: Should any provision or portion of this Limited Warranty be declared invalid or in conflict with any law of the jurisdiction where this project is situated, the validity of all other provisions and portions hereof shall remain unaffected and in full force and effect. NO PERSON ACTING FOR DEVELOPER IS AUTHORIZED TO MAKE, AND PURCHASER HEREBY WAIVES, EXCEPT AS PROVIDED HEREIN, TO THE MAXIMUM EXTENT PERMITTED BY LAW, ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED (EXCEPT FOR THOSE ARISING OUT OF APPLICABLE STATUTES), OR IN ANY WAY RELATING TO THE CONSTRUCTION OF THE IMPROVEMENTS BY DEVELOPER, OR AT DEVELOPER'S REQUEST, AND/OR THE SALE OF THE PROPERTY BY DEVELOPER TO PURCHASER.

INSPECTION LIST

**(TO BE COMPLETED PRIOR TO ESCROW CLOSE DURING WALKTHROUGH
WITH DEVELOPER'S REPRESENTATIVE.
THIS LIST WILL BE PRESENTED TO DEVELOPER)**

Please list all visible surface and any other apparent defects which were present at the time of inspection.

WARRANTY ACKNOWLEDGEMENT RECEIPT

My/our signature(s) below show(s) that I/we have read and understood this Limited Warranty. I/we understand that it is the Homeowner's obligation to furnish these materials to subsequent buyers and this is the only Warranty given by Pacific Paradise Condominiums, LLC., in connection with my new home.

Property Address:

Buyer

Date

Buyer

Date

Authorized Agent

Date

HOW TO REQUEST SERVICE

Review the Fit and Finish Warranty to determine if the item requiring service is included.

Complete the Customer Service Request form located on the next page (you may want to make copies for future use). Please make sure your contact information is complete. Describe in detail the item and the location of the item in your request.

Deliver, mail or fax the completed form to:

PACIFIC PARADISE CONDOMINIUMS, LLC.

16131 Sunset Blvd.

PACIFIC PALISADES CA 90272

Phone: 310-454-8684

Fax: 310-459-3076

CUSTOMER SERVICE REQUEST FORM

Date :

Move-in Date:

Name(s):

Address:

Unit No.:

Daytime Phone Number:

Evening Phone Number:

Service Request:

DELIVER, MAIL OR FAX TO:

PACIFIC PARADISE CONDOMINIUMS, LLC.

16131 Sunset Blvd.

PACIFIC PALISADES CA 90272

Phone: 310-454-8684

Fax: 310-459-3076

HOME CARE

PROPER PREVENTIVE MAINTENANCE can enhance the value and desirability of your home. Many future time-consuming and costly problems may be avoided by performing routine minor care, repairs and adjustments.

This Manual contains helpful tips and information you will need to know to keep your home functioning smoothly and safely.

While we make every effort to keep our information current and accurate, if there is a conflict with this Manual and the manufacturer's guidelines, please follow the manufacturer's recommendations. Be sure to complete and send any registration cards included with the manufacturer product in order to activate the specific warranty.

It is very important to faithfully perform the inspections and maintenance on a timely basis in order to preserve your rights under the law. We recommend taking time-stamped pictures of your work and/or using licensed contractors as well as saving all invoices and receipts.

APPLIANCES

BEFORE OPERATING ANY APPLIANCE in your home, please read the manufacturer's manual for proper operating instructions and maintenance tips. Remember that you should always follow the manufacturer's recommendations when there is a conflict between this Manual and the manufacturer's instructions.

Complete and mail all warranty registration cards directly to the manufacturer as soon as possible.

COOK TOP AND MICROWAVE

Clean the cook top/microwave often to avoid food particle and grease buildup. Allowing food spills to clog the pilot light burners or gas outlet holes will cause the stove or cook top to malfunction. Make sure that the electrical power is off and all surfaces are cool before cleaning any part of the cook top/microwave.

Avoid using abrasive cleaners or harsh chemicals such as bleach.

Refer to your manufacturer's manual for proper operation and maintenance.

DISHWASHER

Use only detergents specifically designed for use in automatic dishwashers. Refer to your manufacturer's manual for proper placement of your dishes and recommended water temperature for optimum cleaning. Keep the pump strainers and spray arm holes free of small food particles and other deposits.

RANGE AND OVEN

Make sure the oven is off and cool before cleaning or servicing the oven. Please follow the manufacturer's instructions for cleaning. Do not use any commercial oven cleaning solutions or abrasive cleaners with self-cleaning ovens. Follow directions in the manufacturer's manual for replacing the light bulb in your oven. Don't forget to disconnect the power before changing the bulb.

GARBAGE DISPOSAL

Garbage disposals are permanently lubricated, self-cleaning and will run without any trouble unless it is overloaded or abused. Use a steady flow of cold water and allow the unit to run long enough to do a thorough job of pulverizing the waste and flushing it through the pipes. Run water for 10-15 seconds after grinding. At regular intervals, check under the sink for leaks and repair leaks immediately. Catch water drips by placing a pan or other receptacle under the leak until it can be repaired.

Do not use hot water to flush waste, especially grease, down the garbage disposal. Hot water melts the grease, which later cools and solidifies, and can coat your drain pipe with grease.

If the disposal clogs or stops operating, unplug the unit. Dislodge any obstructions with a wooden utensil. Do not reach into the disposal with your hand.

After unclogging the unit, press the RED reset button, located on the bottom or side of the unit under the sink. Reset the circuit breaker if necessary. Plug the unit in and turn on the power to test it.

RANGE HOOD AND VENT

Clean the underside of your range hood monthly with a damp, sudsy cloth to prevent hard residue from forming. The vent filters should be removed and cleaned periodically with hot water and detergent.

SMOKE DETECTORS

Refer to the manufacturer's manual for detailed information on the care of your detectors. Test the detectors every six months by pressing the TEST button to ensure proper operation. Do not disable or move the detectors from their original locations, as they are placed there to meet local and state building code requirements.

SURFACES AND FINISHES

CABINETS

Due to the inherent characteristics of the natural wood cabinets installed in your home and to natural fluctuations in humidity, cabinet doors may occasionally shrink and warp, requiring minor adjustments.

Use appropriate furniture care products on your cabinets. Use of water for cleaning may damage the finish. In the event of squeaking or loose door hinges, lubricate hinges with a silicone-based lubricant, removing excess lubricant with dry paper towels.

CAULKING AND SEALANTS

Inspect all caulking routinely for cracks or discoloration and perform needed repairs. Read the manufacturer's instructions carefully to ensure that you select an appropriate caulk for the intended purpose.

Remove and replace any caulking that has mildewed, as water must not be allowed to enter the joint that the caulk is protecting.

Check the following caulk locations:

- Tub and shower
- Countertop
- Sinks and faucets
- Window sills and trim. Do not caulk over weep holes.
- Door trim, jambs, head and threshold. Do not caulk over weep holes.
- Moldings
- Outside penetrations of the house, including vents, light fixtures, air conditioning piping, meters.

NATURAL STONE COUNTERTOPS

The countertops in your kitchen and bathrooms are made from natural stone, which are durable, but may scratch, stain and chip with misuse. Natural Stone has color and veining variation and no two pieces of stone are identical. This inconsistency is part of the natural stone's beauty which must be maintained with proper care.

Keep countertop surfaces clean, avoiding abrasive cleaners to protect the finish. Clean up spills and other moisture immediately, especially when they may stain the surface. Protect

countertops from heat and excessive weight, as that can warp or pull them away from the wall. Repair any chips, scratches, burns and stains according to the manufacturer's recommendations or consult a professional. As stone is porous, apply sealers at least once a year to protect from staining and damage. There are cleaning agents and sealers available at tile and stone stores.

Regularly inspect and repair, if needed, any caulking between the countertop and the wall to ensure a good seal is maintained.

DRYWALL

As temperature and humidity change, slight cracking or seams may become visible in walls and ceilings. After move-in, it is your responsibility to make repairs to the drywall and repaint as necessary.

Inspect exterior and interior walls and surfaces for mold or mildew growth. Periodically open windows to air out the unit, utilize fans to prevent excessive moisture in rooms, and repair any leaks immediately. Properly remove any mold/fungus or mildew with products that will eradicate it and prevent any return.

Notify your seller IMMEDIATELY of any moisture, mold or mildew infestation.

METHANE VENTILATION PIPES IN WALLS

Certain common walls may contain methane ventilation pipes, which passively vent at the roof and do not require maintenance. These pipes have warning labels on them and should not be disturbed. Do not drive nails into any common wall without checking first with the Association to make sure that the wall does not contain methane ventilation pipes.

DOORS AND WINDOWS

EXTERIOR AND INTERIOR DOORS

The exterior doors in your home may have a stain finish. Periodically maintain them to prevent discoloration and loss of quality due to the elements. Reseal the weather stripping if necessary, repaint doors every two to three years as necessary, inspect hinges and locks and lubricate when necessary.

Some of the exterior doors are equipped with hardware necessary for the functioning of the Project's fire safety system. Do not modify or remove the existing hardware and do not install additional hardware, such as mechanisms used to prop open the doors.

Interior doors should be routinely inspected and cleaned with a mild detergent and warm water. Avoid harsh or abrasive cleaners. Check and lubricate door hinges and locks and touch up surfaces with paint if necessary.

Avoid slamming doors and do not allow children to hang from or swing on doors. Normal expansion and shrinkage occurs due to weather conditions that may cause door to stick. Do not trim or plane doors. Stained doors may be coated with lemon oil to prevent cracking.

WINDOWS AND SCREENS

Inspect windows for breaks or cracks. Clean metal or vinyl surfaces with warm water and gentle cleaner, if necessary, and keep window tracks free of dirt and debris in order to allow proper drainage. Avoid harsh abrasive cleaners. Check caulking and weather stripping around the interior and exterior trim and sills, and adjust or replace anything defective. Window frames have weep holes, the purpose which is to collect water during rain and drain this water out at the bottom of the windows through the weep holes. It is critical that you do not caulk the weep holes when caulking around windows.

Inspect screens for proper fit and any tears or rips and repair as needed.

Refrain from installing security systems which interfere with the window drainage system.

FLOORING

CARPETING

Vacuum frequently to avoid dirt buildup and discoloration. Wipe spills and clean stains immediately with water, making sure to test any stain removers beforehand. Have your carpet professionally cleaned at least once a year.

NATURAL STONE FLOORING

The Natural Stone includes color and veining variation and no two pieces are exactly alike. This inconsistency is part of the stone's natural beauty which must be maintained with proper care. Regularly sweep or vacuum regularly to reduce grit, which can scratch and dull the finish. Clean up spills and/or other moisture immediately, especially when they may stain the stone. Inspect for cracks in tiles and in the grout between tiles and re-grout if necessary. Avoid using harsh abrasive cleaners, metal scrubbers or acid-based cleaners that can deteriorate the finish. As stone is porous, apply sealers at least once a year to protect from staining and damage. There are cleaning agents and sealers available at tile and stone stores.

STAMP CEMENT AND DESERT CRETE

The outside patios and some of the balconies have a stamp cement surface. Variation and inconsistency in the color and texture are normal in this flooring surface. Inspect for cracks in the cement and grout between the tiles and re-grout if necessary. Apply sealers at least every eighteen (18) months to protect from staining and damage. There are sealers available at tile and stone stores.

Some of the balconies have a desert crete surface. Variation and inconsistency in the color and texture are normal in this flooring surface. Inspect for cracks and grout between the tiles and re-grout if necessary. Apply waterproof paint every eighteen (18) months to protect from staining and damage.

ELECTRICAL, HEATING AND PLUMBING SYSTEMS

AIR CONDITIONING/HEATING

Have a licensed heating/cooling contractor regularly inspect and service the air conditioning components. Run your system at least once during the off season since it should not be out of operation for long periods of time. To maximize energy efficiency, leave the thermostat at a constant setting to avoid energy-wasting fluctuations and also to minimize the expansion and contraction of materials in your home. Regularly inspect and clean air filters according to the manufacturer's directions. Keep air vents free of obstructions or anything that may block air flow.

CIRCUIT BREAKERS

The electrical system of your home is designed for normal residential use and not designed for equipment with special energy needs. Should an electrical failure occur in any part of your home, first check the circuit breakers in the main panel box. Each breaker should be marked to identify the service to which it is connected. To reset the breaker(s) and restore service in the event of a circuit breaker trip, first flip the switch to the OFF position before moving it to the ON position.

PLUMBING

Clean aerators quarterly to remove dirt and foreign matter. Inspect for leaks around toilets, sinks, showers, and tubs. If a major plumbing leak occurs, turn off the supply of water to the affected area and contact the appropriate contractor. In the event of a clogged drain, we recommend that you call a plumber. Every four to five years, inspect the wax rings around toilets to prevent water leaks.

In order to eliminate or reduce mold growth in your home, it is important that you check for any plumbing leaks on a regular basis. Repair leaks immediately. Reduce moisture in your home by promptly cleaning up spills and other sources of moisture. Frequent ventilation and use of exhaust fans will also reduce humidity. In the event of water leaks or water intrusion that cannot be repaired within 24 hours, contact your seller (see page 23) at the telephone number on the Customer Service Request form located in the Manual. Immediately report any moisture in closets and/or on wall surfaces to the Developer.

Certain units are equipped with handicap showers. Wipe up water after using shower and use area rugs and mats to prevent water from seeping into adjacent bedroom area. In the event water seeps into the adjacent bedroom, professionally dry carpet within twenty-four (24) hours.

BALCONY AND DECK AREAS

Do not puncture or damage the balcony/deck surface. Avoid sharp legged furniture and include pads or caps on table and chair legs to avoid scratching waterproof system, metal pans under barbecues, restrictions on plant watering, and limitations on large planters and other heavy items that could block the drainage system, endanger the waterproof surface or threaten structural integrity. Avoid placing large planters on decks as water from planters may damage the deck. Plants must not be placed directly on decks and must have barrier underneath plant to avoid water in deck

Notify the Association promptly of any problem that may affect or result from damage to the balcony/deck, such as rainwater that forms standing puddles or any damage to the waterproof membrane, regardless of the cause of damage

Clean and maintain drains that lie appurtenant to the exclusive use balconies of your home. Clear debris, leaves, garbage, dirt and other materials that may obstruct or block these drains. Avoid activities that could obstruct, damage, impair or alter the flow of water through such drains, including interfering with or altering established drainage pattern, disposing of hazardous substance within the sewage systems or drains, placing any object which might otherwise block the flow of water, allowing debris or other matter to accumulate in the drain opening and/or damages the drain.

**HOMEOWNER'S INSPECTION CHECKLIST AND
PROOF OF INSPECTION AND SERVICE**

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 1
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS

Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 2
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 3
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 4
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No
EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 5
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS

Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 6
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS

Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 7
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 8
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 9
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/ bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/ missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/ damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS							
Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

TO MAINTAIN YOUR SELLER'S WARRANTY, please fill this form for each year as labeled and fax to () - by January 31 of the following year, or call () - .

YEAR 10
2 _____

OWNER:
ADDRESS:

TASK	GENERAL DESCRIPTION	VENDOR	PHONE NUMBER	DATE INSPECTED	INSPECTOR INITIALS	REPORT/RECEIPT ATTACHED	SERVICE COMPLETED PER INSPECTION REPORT
EVERY MONTH							
Furnace/Air Conditioning	Clean/replace filters					Yes/No	Yes/No
Faucet Aerators	Clean aerator screens					Yes/No	Yes/No
Plumbing	Check kitchen/bathroom/ hot water leaks					Yes/No	Yes/No
EVERY 2 MONTHS							
Exterior Doors	Lubricate hinges and locks. Touch up painting					Yes/No	Yes/No
Wood Cabinets	Apply lemon oil wood product					Yes/No	Yes/No
EVERY 3 MONTHS							
Interior Doors	Lubricate hinges					Yes/No	Yes/No
EVERY 6 MONTHS							
Kitchen Tile Grout	Check loose/missing grout. Re-grout.					Yes/No	Yes/No
Tiled Areas	Inspect missing/damaged caulking. Re-caulk.					Yes/No	Yes/No
EVERY 12 MONTHS							
Smoke Detectors	Change batteries					Yes/No	Yes/No
Furnace/HVAC	Professional inspection					Yes/No	Yes/No
General Home Inspection	Professional inspection					Yes/No	Yes/No
Termite/Mold/Dry Rot	Professional inspection					Yes/No	Yes/No
Plumbing	Professional inspection					Yes/No	Yes/No
Tile Grout/Granite	Seal annually					Yes/No	Yes/No
Garage Door	Professional inspection					Yes/No	Yes/No

EVERY 18 MONTHS

Stamp Cement (outside patios, some balconies)	Inspect for cracks. Grout between tiles. Apply sealers.					Yes/No	Yes/No
Desert Crete (some balconies)	Inspect for cracks. Grout between tiles. Apply waterproof paint					Yes/No	Yes/No

USEFUL FORMS AND INFORMATION

EMERGENCY PHONE NUMBERS

HEATING AND AIR CONDITIONING

JMS A/C AND HEATING, INC. 818-501-6750

PLUMBING

TLH PLUMBING 818-402-7907

ELECTRICAL

MECO ELECTRIC 818-968-9440

LOW VOLTAGE (T.V., CABLE, ALARM, TELEPHONE)

REGENCY PROTECTION SERVICES, INC. 818-982-0126

ELEVATORS (NON-HANDICAPPED)

THYSSENKRUPP ELEVATORS 877-278-9888

ELEVATORS (HANDICAPPED)

GUIDED ELEVATOR 562-397-2903

INTERVIEW QUESTIONS TO ASK A POTENTIAL CONTRACTOR

WE HAVE PROVIDED a list of general questions you should present to potential contractors before allowing them to start any kind of repair/remodel work in your home. This list is by no means exhaustive; you should add questions as you see fit regarding the specific nature of your situation.

Remember to carefully evaluate a contractor's proposal to ensure you get the equipment and service that best meets your needs.

1. **Do you have a permanent place of business, and what is the address?**
2. **Is your company registered or licensed by the State of California to do this particular work? What is the license number?**
We recommend that you check a contractor's license number with the California Contractors State License Board to be notified of its status. You may search by license number online on their website at:
http://www2.cslb.ca.gov/CSLB_LIBRARY/license+request.asp.
3. **Does your company carry both general liability and workers compensation insurance, and can you produce current certificates?**
4. **How long have you been in business, under the same name?**
5. **Can you provide names of satisfied customers in my neighborhood?**
6. **What is your guarantee on service repairs? How long is it, and does it cover both parts AND labor?**
7. **Do you have a refund policy if I am not satisfied? What is it?**
8. **Do you have any unresolved complaints with the Better Business Bureau (BBB)?**