

Pennsylvania
 3428 York Road
 Furlong, PA 18925
 215-996-9966
 215-794-2741 (fax)

New Jersey
 79 US Hwy 202, #301
 Ringoes, NJ 08551
 908-237-3655
 908-935-0519 (fax)

May 11, 2017

Dear Nassau Square Homeowner:

Please be advised that we anticipate starting the roof replacement on **Monday, May 22, 2017**. With good weather, the work will take approximately 7 to 8 business days to complete each building. *Please bear in mind that the new roof will add value to your investment and any inconvenience you may experience will be for a very short, limited, time.*

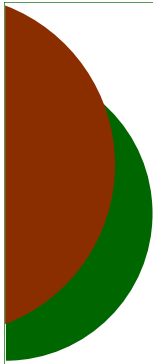
The roofing crews will set up from 7:00 – 7:30 a.m. and will work until dusk, Monday through Saturday. A dumpster, storage container, fork lift and porta-potty will be placed in approved designated areas. All items will be removed after the completion of work in your Court/Road.

We have a few recommendations for you, **BEFORE commencing the project:**

Indoor decorations	Please protect the interior of your unit by taking down any decorations on the walls. Also, during roof replacement projects, nail pops are common in ceilings. These are natural occurrences during construction and are not a reflection of the work being performed.
Outdoor furniture and decorations	Please remove, store and/or protect any personal or decorative items placed on the exterior of your home. Remove all hanging flower baskets, shepherd's hooks, bird houses and pots of flowers in mulch beds, on decks patios and front porches. <i>Lemus Construction will not be responsible for any damage to personal items left outside.</i>
Window or Door screens	To avoid damage to screens during shingle removal, we highly recommend that you remove and store screens while work is in process. <i>Lemus Construction will not be responsible for any damaged screens.</i>

Quality You Can Trust





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If indoor/outdoor items are not removed or left unprotected prior to the start of your building, Lemus Construction will relocate the outdoor items that pose a conflict but **will not accept responsibility for any damage for screens, indoor or outdoor items.**

DURING the project:

Vehicles	While working on your building, all vehicles should be relocated to an overflow parking pad. Prevention will eliminate any potential damage to your vehicle(s) and allow you to run your errands without obstruction.
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AFTER the project:

All necessary steps will be taken to ensure site safety and all trash and materials will be cleaned up at the end of each day. If you have any questions or specific concerns, please contact the RCR Management Office at Nassau Square on behalf of the Board of Directors.

We are looking forward to a smooth project with your invaluable collaboration.

Sincerely,

Lemus Construction, Inc.

