

Lakes Property Management LLC

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October 20XX

Dear Homeowner:

It's that time of the year again, when many of our homeowners will be leaving Wisconsin and heading to warmer climates. Last year's cold weather and record setting snowfall brought considerable misery to many owners due to broken water pipes and major damage to their home and those of their neighbors. Lakes Property Management is once again offering our affordable **Winter Watch Program**.

Our Winter Watch program was developed based on the needs and recommendations of concerned homeowners, who may be away from their home during extended periods of time during the winter. This program was created to try to prevent damage to your home caused by the severe Wisconsin winters.

Lakes Property Management (LPM) will provide a weekly interior inspection of your home. We will inspect the following items:

- Insure furnace and thermostat is working and set properly.
- Insure all interior water is turned off.
- Insure all doors and windows are properly secure.
- Inspect interior for unusual activity or unexpected conditions. LPM will contact local authorities if needed.
- Insure commercial winter watch devices and association warning lights are properly positioned and working, if applicable.

LPM will record each of the above inspection items on a Home Inspection Checklist. The checklist is maintained in the home, usually on the kitchen counter or table. On the Inspection checklist, LPM will identify the date of the inspection and all items inspected. Any unusual conditions or circumstances will also be noted. LPM will notify the homeowner of any problems immediately.

The homeowner agrees not to hold Lakes Property Management LLC or any of their employees liable or responsible for any vandalism to the home, missing or stolen items or damage to the property. LPM agrees to use its best efforts to insure your home is protected from winter related damage and vandalism. Lakes Property Management and their employees are bonded.

Fees for Home Inspections: The basic charge for an interior inspection, described above is \$10.00 per week. A minimum of five (5) weeks of "continuous" inspection is required to participate in the program. Owner will prepay the full amount due before the inspections are to start. Additional tasks requested by the homeowner will be accomplished at an additional, nominal charge.

Sincerely,

Ryan Southwick

Homeowner Winter Watch Program Authorization

Please forward this authorization statement and fund check to Lakes Property Management, 910 Wells Street, Lake Geneva, WI 53147. Your checks should be payable Lakes Property Management.

I, _____ (print name), hereby authorize Lakes Property Management LLC to begin interior home inspections of my home located at _____, Unit _____, _____, Wisconsin.

Terms. Please start your inspection during the week of _____, _____ and continue to _____, _____. I understand I must participate for a minimum five (5) consecutive weeks. I understand the cost is \$10.00 per week and I will prepay in advance the full amount due before the inspections are to start.

Indemnification. Owner agrees to indemnify and hold Lakes Property Management LLC and its employees harmless for losses, damages, costs and expenses, including attorney's fees, arising out of this Agreement unless caused by intentional wrongdoing of Lakes Property Management LLC.

I also agree to not to hold Lakes Property Management LLC or its employee liable or responsible for any break in to the home, missing or stolen items or damage to the property. I also expect Lakes Property Management to use its best judgment and professional skills to minimize the potential for any damage or vandalism.

I, _____ (print name) agree to the terms and conditions of this agreement.

Owner's signature and date

Number of weeks requested _____ X \$10 = \$ _____

Check # _____ enclosed