

**OAK CREEK OWNERS ASSOCIATION, INC.**  
**5204 Village Creek Dr. Suite 202, Plano, Texas 75093**  
**214-368-3388 | 214-739-5566 Fax**

**NOTICE OF ENTRY REQUIRED**

September 1, 2020

Dear Owners:

In preparation of the roofing project, specifically at Building 1, it has been noted that the air conditioning units on the roof must be inspected before any work may commence.

This will include inspection of your exterior AC unit on the roof, as well as inside your unit, including the wiring and breaker box.

Over the next few weeks, you will be contacted by the Association HVAC professional (J's Air and Heating Services) on behalf of the Association. He will require entry to your unit, which should be very brief. He will not be making any repairs to your AC unit. He is merely inspecting it. If any faulty wiring is found, he may correct that while he is present. If your AC unit on the roof has no pad under it, he will install that.

The Board of Directors will review any hazards or issues that required correction. Depending on the circumstances, the cost of any repairs, as outlined above, may be charged to your account. If entry is refused, we will enter with a locksmith and all costs related to that will be charged to your account, along with managing agents time. We hope this is not necessary, as we are trying to proceed with these projects as seamlessly as possible.

Please refer to Oak Creek Declaration 2.9, 3.6 (Right of Entry) and 3.7.

We apologize for the inconvenience these projects inevitably cause; however, we believe in the end these challenges will prove to be well worth it.

Thank you in advance for your cooperation and patience.

Sincerely,

The Oak Creek Board of Directors and Veracity