

SOUTH MEADOWS, A CONDOMINIUM

6402 ARLINGTON BOULEVARD, SUITE 700
FALLS CHURCH, VIRGINIA 22042
(703) 532-5005

To: All Unit Owners

From: Jeffrey C. Miller, Senior Community Manager
On Behalf of the Board of Directors

Date: August 5, 2014

Subject: **Realtor Lock-boxes on Common Area**
Important Notice

It has been noted that more and more lock-boxes have been appearing on the common area of the South Meadows Condominium. These boxes have been locked to lighting fixtures and water spigots, creating an eyesore. **Nothing is to be affixed to the common area without the prior written consent of the Board of Directors.**

If you are using these services from a Realtor, you must arrange for the lock-box to be placed on your unit doorknob, and access to the building main entry must be arranged by use of the telephone entry system. You can arrange via the telephone entry system to have an authorized person contacted for entry of guests into the building, and then your unit keys can be accessed via the lock-box on your unit doorknob.

Any lock-boxes that remain affixed to any of the common elements as of Monday, August 25, 2014 will be removed by South Meadows.

We appreciate your understanding and cooperation. If you should have any questions, please feel free to contact me at jmiller@kpamgmt.com.

Thank you.