

**STRATFORD TOWNHOMES**

**FRONT DOOR AND/OR FRONT DOOR HARWARE**  
**(INCLUDING FRONT LIGHT FIXTURE)**  
**REPLACEMENT OR REPAIR SUPPLEMENT**

**OWNERS:** This supplement must be submitted with the Request for Approval for any change/ repair/ replacement of external doors and/or the hardware on or next to the external door (including the front light fixture and hanging baskets) which can be seen from ground level from outside the townhouse.

**A PROPOSAL FROM YOUR CONTRACTOR (ON THE CONTRACTOR'S LETTER HEAD) MUST BE SUBMITTED WITH THE REQUEST AND MUST INCLUDE ALL OF THE ITEMS NOTED IN 1 THROUGH 4 or 5 BELOW.**

**\*\*\*\*\*PROVIDE YOUR CONTRACTOR WITH A COPY OF THIS SUPPLEMENT\*\*\*\*\***  
**ALL ITEMS 1 THROUGH 4 or 5 BELOW MUST BE INCLUDED**  
**ON CONTRACTOR'S PROPOSAL.**

**Please note:** If you replacing your front door(s) or changing any of the hardware (visible from outside the townhouse) on or around a front door, you must also comply with Sections B2. (h), (i), and (j) on Page 7 of the current (2014) Rules and Regulations. Copies of those sections are reproduced on the next page.

●1. **Front Door:** Indicate the type of door(s) on your townhome below:

Single Door: \_\_\_\_\_ or Double Doors \_\_\_\_\_; and indicate in the space provided, if you are replacing one or both doors: \_\_\_\_\_

●2. **Door Hardware:** If any hardware on the door(s) will be replaced, list each item and give brief description of the replacement item (i.e.: Door Handle and Front Light Fixture will be polished brass).

**Please Note:** All Door Hardware, Front light Fixture, Numbers and any other hardware on the door (i.e. door knocker, hanging basket) **must all be of the same type of metal and color. Number(s) must be 2-5 inches in height and at least 1/2 inch in width:**

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●3. **Front Light Fixture Replacement:** Include a picture or brochure showing the replacement fixture and listing a complete description (i.e. color, type of metal, size).

**Please Note:** The fixture (including all ornamentation and mounting) must be within \_\_\_ inches to \_\_\_ inches in height, and between \_\_\_ inches to \_\_\_ inches in width, and may not protrude or extend away from the brick wall more than \_\_\_ inches.

●4. **Paint.** Following the replacement or noticeable repair to any door, the door must be painted using the STH approved paint color. This color may vary from time to time to match the color used by the Association in the Regularly Scheduled Cycle Painting [defined in Section 2.04(a) of the Corrected Second Amendment to the Declarations].

**Please Note:** You or your contractor must contact the property manager for the name of the approved paint color to be used. You cannot use left-over paint from repairs done prior to the time of this request.

●5. **Brochures.** Brochures and/or pictures of the replacements must be included with proposal.

**NOTE TO CONTRACTORS: OWNERS MUST SUBMIT A PROPOSAL FROM THE CONTRACTOR WHICH MUST INCLUDE:** the description and scope of the work to be done at the townhome (including all items in 1-4 or 5 of this supplement and items (h), (i) (j) below, if applicable); and it must be on contractor's company's letter head and should include all of work to do done at the townhome. If a door is being replaced, a picture of the replacement door must be attached). The contractor's contact information (i.e. address, phone number, e-mail address) should be shown on the proposal and the proposal must be signed and dated by the Contractor.

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**Current Rules and Regulations Sections B2. (h), (i), and (j):**

(h) **Front Doors** Front doors must be in good condition at all times and must be paneled and made of smooth wood, metal or fiberglass. Decorative windows are only permitted in the top 1/5 of the door. Storm doors may only be a full door of clear glass with white metal framing. Owner must obtain written ACC approval prior to any repair, painting, replacement or alterations of the existing doors or the addition of a storm door.

(i) **Front Light Fixtures** Owners must maintain, repair and keep in working order, the outside light fixture(s) located adjacent to their front door(s). The front light fixture(s) shall be made of the same metal as the hardware on the front door. Any replacement or alterations must be approved by prior written consent of the ACC.

(j) **Front Exterior Hardware** All hardware on the front door or at the front exterior of the front door, including the front light fixture, must be of the same material and color. Any replacement or alterations must be approved by prior written consent of the ACC. All numbers for the Townhome unit will be placed on the door as approved by the ACC.

HP 092-19-0875