

Richmond Park Condominium Association II, Inc.

c/o Newell Property Management Corporation

5435 Jaeger Road #4, Naples, Florida 34109

(239) 514-1199

info@newellpropertymanagement.com

www.newellpropertymanagement.com

website: richmondparkcoa.com

October 26, 2023

To: All Homeowners
Richmond Park Condominium II

Re: **Mandatory annual fire alarm inspection access to unit needed on November 20.**

Dear Homeowner,

It is that time of the year to have your unit's fire sprinkler system inspected for the 2023 calendar year. The inspection is scheduled for November 20, starting at 8:00 a.m., by Wayne Automatic Fire Sprinklers, Inc.

Please make all the necessary arrangements to have someone available at your unit on November 20 for the entire day to facilitate access into your unit for the inspection. As there are 48 units to inspect, the vendor will be on-site the whole day, so we cannot provide you with a time window.

Please keep in mind this is an annual inspection and is required by the Fire and Safety Department. If the inspector doesn't have access to your unit, he will need to return to re-inspect, and that inspection cost will be charged to your unit's account.

Also, the fire horn will be tested the same day. We do apologize for the disturbance of the loud notice this might cause you.

Thank you for your immediate attention,

Best regards,

The Board of Directors at Richmond Park 2.

.

c/o Newell Property Management Corporation

5435 Jaeger Road #4, Naples Florida 34109, USA

Phone: 239-514-1199~Email: ana@newellpropertymanagement.com

website: richmondparkcoa.com