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Approval form

Date: Thursday, May 17, 2012

To: Cyndee Smith

RE: Beringwood ~ 'Spring Issue' 2012 - Draft.2

Rush Please Review Call to Discuss Sign & Return Per Request For Your Files

Hi Cyndee,

Thank you for the opportunity of publishing your community association e-Newsletter. Please review the following pages for visual content and information accuracy. Approve by signature (see below) and return this form (with corrections, if any) via e-Mail or Fax to 713.771-9479. Please do not hesitate to contact me if I may assist you with any questions.

Universally yours,

Laura D. Groce

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"Houston's Leading Source for Community Association WebSite Services."

Draft



BERINGWOOD

<http://beringwood.org>

Vol. 2 Issue 3

A Community Association Newsletter for all Owners and Residents of Beringwood

Spring 2012

Spring Issue

**Get Your
e-Mail Alerts!**

Go to Page 2.

Inside This Issue

- ✦ Comcast Clarification
- ✦ Landscaping
- ✦ Flooring in Upstairs Units
- ✦ Gates
- ✦ Rules & Regulations Reminders



✦ RESIDENT EMAIL ALERTS

Sign up for Resident 'e-Mail Alerts' and get your community news "hot off the press"! Go to <http://beringwood.org> and click on "Announcements" where you will find a link to sign up. Having the ability to receive announcements and association news via e-mail will also cut down on mailing expense for your HOA.

✦ COMCAST CLARIFICATION

The Comcast Channel guide can now be found at <http://beringwood.org>. Just click on the "Resources" button and look for 'Comcast'. Below are some FAQ.

If a resident doesn't have a signal who should they call? Call 713.341-1000 and tell Comcast that your cable is not working. If necessary, they will schedule a technician to come out and resolve the problem. If the technician states that there is no signal, he will either fix it at that time or schedule a re-wire on another date.

Will you be charged for a technician to come out? If the technician finds a problem with the Comcast line there is no charge. If it is a user error problem

(example: the television is not on Channel 3 or you don't know how to use the remote) there is a charge. If you get a charge due to a signal problem, contact **Ray Garza** at Creative and he will contact our Comcast representative for a credit to your account.

If the lines are damaged outside of the building, who is responsible? Comcast maintains the cable wiring. If a line needs to be replaced, it will be installed on the exterior of the building and flashing will cover the wire. Comcast will not add additional lines to a unit just because they are not in the desired location. If a resident wants to add outlets to the unit, they need to contact their own electrician and Comcast will not maintain that particular wire.

What is the address for Comcast? 5301 Bissonnet, Suite B, Bellaire, Texas 77401. Hours are Monday – Friday 9am to 6pm and Saturday 8am to 5pm.

✦ LANDSCAPING

You probably noticed that the shrubs had a good "haircut" recently. They were not trimmed last year because of the drought. Our experts at Avant Landscaping assure us that the heavy-duty trim was necessary to keep the

plants healthy going forward. Trimming at this time of year will have a faster recovery than a trim later in the summer or fall season. You can already see the new, baby leaves sprouting. Just like a "haircut" that seems too short, it always grows back shiny and healthier than before! Also, there are plans for an improved flower bed at the entry under the security camera.

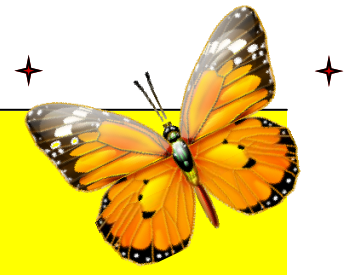
✦ FLOORING IN UPSTAIRS UNITS

If you plan to install tile, wood, or laminate flooring in an upstairs unit, there are specifications for sound barriers to minimize noise to the downstairs resident. You don't want every footstep to be heard by your downstairs neighbor ... and you certainly would not want to be the downstairs neighbor hearing every footstep overhead! The Rules and Regulations require that flooring materials and installation specifications be submitted to the Board of Directors for approval.

✦ GATES

The gates are timed to allow only one car to enter or exit. If you approach the gate and it is open, please wait for it to close and then open it again. Using your remote will not keep the gate open longer. New loops have been installed to prevent the premature closing of the gates. The HOA is not responsible for damage done to vehicles by the gates.

Please remember that Board Members and Committee Members are volunteers that give many hours of personal time to make Beringwood the best it can be. Please respect their personal time by utilizing the website for work orders, violation reports, and resident feedback. Feel free to call Ray Garza at Creative Management Co. 713.772-4420 ext 133 with any questions.



Resident Reminders



UNLP photos

Rules & Regulations

1. BBQ AND SUMMER FUN

Summer fun and the grilling season have arrived. Please remember that the City of Houston Fire Code states all open flame grills must be 10 feet from any buildings. There have been fires in our neighborhood that destroyed many condominium buildings. Remember that you could be liable for repairs to damaged units as well as the insurance deductible to the HOA.

2. PATIO PLANTS

The wonderful rain has created a beautiful, lush, green environment and trees on your patios may have outgrown their space. Please remember that patio trees must not be any taller than nine feet (9'). If you need help with trimming these trees, please contact **Ray Garza** and he can put you in touch with our landscaper.

3. SATELLITE DISH

Thinking about installing a satellite dish? You must receive approval from the Board of Directors prior to installation. There are specific locations and requirements for installation. Satellite dishes or any other apparatus must not be visible to public view or from any common area, including your patio.

