

Taylor Square Owners Association, Inc.
Managed by Guardian Association Management, LLC
10000 SW 52nd Ave-Links Clubhouse
Gainesville, FL 32608
Telephone: (352) 353-4802 / Fax: (352) 562-7453
Teaton@GainesvilleGAM.com

February 20, 2023

Dear Taylor Square Condominium Unit Owners,

On February 14, 2023, your Board of Directors approved a special assessment in the amount of \$43,000.00 to install a new flat roof on the association building.

It is imperative, that, Guardian Association Management receive a key to your unit or the combination code to the door. Guardian will be the holder of the keys and combination code, neither of these items will be given to any vendors working on the roof. Guardian is willing to come to each unit to pick up a key or the combination code to your units' door, no later than March 6th, 2023. Please contact Tom Eaton at the phone number at the top of this letter.

The A/C company will need to get into each unit, checking all air handlers and putting in a new air handler for those owners who have purchased new A/C unit. A representative from Guardian will be on site to let the A/C people into your unit.

If, Guardian does not receive a key or combination code to your unit's door, Guardian will use a locksmith to make entrance to your unit and bill you accordingly. Also, if there is an alarm system, please turn off the alarm.

If, you have any questions, please contact Tom Eaton

Taylor Square Board of Directors

