

Important Reminders From Your Property Management Team

Property Maintenance

Due to the Florida sun, rain and humidity, the exterior of each home may fall victim to mold and mildew. On a recent inspection of the community it was apparent that several homes are in need of power washing. Please take the time to inspect the exterior of your home, along with the walkways and driveways, to ensure that they are free of mold and mildew. This will maintain the integrity and aesthetics throughout the community. **PROPERTY INSPECTIONS ARE DONE REGULARLY.**

Architectural Alterations

All exterior modifications are required to be submitted with an ARB Application. To obtain an ARB Application please [*click here*](#). **No** exterior change, alteration or repair therein shall be made until the ARB Application and plans specifically showing the nature, kind, shape, height, color, and materials have been submitted for approval. Please note that even if you are painting your house the same color, you will still need ARB approval. **The Architectural Review Committee has up to thirty (30) days after submission of your request to respond. Please keep this in mind when applying for an alteration.**

Under no circumstances is any alteration to begin without the proper approval of your Association.

Entrance Gate

Homeowners, please ensure that each Guest receives all of the details necessary to gain access to the community and the home, including personal identification, home address and home entry access codes.

Valet Trash Service

Here are a few tips on how best to use the valet trash service at Solara Resort. Trash is picked up seven (7) days a week. Garbage must be in a bag, securely tied and placed in

the bin located in front of the home. Any extra trash needs to be placed in the trash compactor located near the Clubhouse. Please do not leave garbage lying around the premises as it attracts wildlife. For your bulk/large items please contact a vendor who specializes in bulk trash pick-up. Do not leave furniture, computers, tvs, tires, etc. around the dumpster area or in the front of the homes as the valet service will not pick it up.

Email Communication Consent

If you would be interested in receiving community information via email, please provide your name, address, and email to solara@melrosemanagement.com or mail consent to

1600 W. Colonial Blvd.

Orlando, FL 32804

Attn: Madeline and Nancy

Community Website and Ticketing System

Your community website is your go-to source for all things HOA and will serve as a useful tool in staying connected with us and up-to-date with everything at Solara Resort. To access this site, please [click here](#). All inquiries submitted via our website are automatically processed into our online ticketing system for timely response.

If you have any question, please do not hesitate to contact the Solara Management Team members:

Community Manager

Nancy Martell: 407-228-4181

Clubhouse Manager

Lynn Wracan, located at the Office in the Clubhouse: 407-479-5500

Assistant to the Community Manager

Maddy Arenas, located in the Melrose Management office: 407-228-4181

Email the Management Team: solara@melrosemanagement.com