



Pondside Homeowners Association, Inc.

## TOWNHOUSE APPLICATION FOR WATER REIMBURSEMENT

**What is the Association policy with respect to water reimbursement?** The offering plans for Pondside Condominiums stated: "Each unit owner is responsible for the watering of his/her lawn, including front lawns and back/side yards....Each unit owner must allow the use of their outside hose bibs [*i.e.*, faucets] for watering of the lawns and plantings in the areas adjoining their unit. The landscape contractor may wish to maintain a hose in the proximity to certain unit owners hose bibs for watering of the common areas. For unit owners with a disproportionately higher water bill, that owner or owners will be compensated by the Pondside Homeowners Association for such water usage."

It is the policy of the Homeowners Association is to reimburse ONLY those unit owners whose hose bibs were used by the Association's landscape contractor to water Association property areas.

**When can I submit an application?** Reimbursement is made on a calendar year basis. That is, you may submit an application for the preceding anytime after you have received the last water bill for a calendar year. It's easiest to keep your water bills in order to complete this application, but if you haven't the Greenburgh Water Department can supply you with a billing and payment history.

**Do I have to submit copies of my water bills?** No, ordinarily you don't, but the Homeowners Association reserves the right to request and review such bills, and to make reimbursement contingent of such a review.

Owners may use this form to apply for water reimbursement in accordance with the Association policy stated above.

*The Association reserves the right to modify this policy, to request copies of water bills or to deny any application that it deems not to be eligible for water-charge reimbursement.*

**Unit Number:** \_\_\_\_\_ **Unit Owner/Resident:** \_\_\_\_\_

**For Calendar Year:** \_\_\_\_\_

Bill Ending Period	Dates of Water Bill		\$ Amount
	From Date	To Date	
1 <sup>st</sup> Quarter			
2 <sup>nd</sup> Quarter			
3 <sup>rd</sup> Quarter			
4 <sup>th</sup> Quarter			
A. Add the amounts for the 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarters →			
B. Add the Amounts for the 1 <sup>st</sup> and 4 <sup>th</sup> Quarters →			
Apply for this Reimbursement (subtract B from A)			

**Mail completed applications to:** Pondside HOA Water Reimbursement, c/o Westchester Property Management, 280 N. Central Ave, Suite 480, Hartsdale, NY 10530.