

## **RIVO POLICY FOR EXTENDED ABSENCES:**

The policy for extended absence is the requirement of the unit owner to follow stated procedures to minimize risk of accident or damage to the building during your absence and to hire a home inspection company or identify an individual to inspect their unit while they are away for periods greater than one week. Please check your unit insurance policy for how long you can be away from your unit without it being inspected or if you need to hire a professional company. Once you hire or identify someone to conduct your unit inspection, please notify the front desk. Please turn in your signed check list to the front desk upon your departure. (attach check list)

During their inspection of your unit they should be checking your A/C units as well as running water in all sinks, tubs, showers and toilets. This will prevent the P Traps from drying out and smelling.

### **ABSENCE FROM UNIT (Per the rules of the association)**

1. During any absence over 48 continuous hours, it is the responsibility of all Unit Owners and their Lessees to leave the air conditioning set to maintain the temperature no higher than 78 degrees and to turn off the main water valve and the hot water heater circuit breaker. Owners and Lessees should inform the Building Manager that the unit will be vacant.

2. All items must be removed from the terrace during any such absence including furniture and plants.

**Please note:** If there is an emergency in your unit and your home watch company can't assist you, the association can. An emergency is defined as when an individual unit, neighboring units or common areas are in immediate or probable risk of damage such as a water leak, A/C unit not working or fire. In these emergencies the staff will work with the homeowner to eliminate the emergency and then homeowners will initiate all further corrective actions within their unit. The property manager will review emergency situations to determine if our response was adequate and if there is a need to make a recommendation to the board that the homeowner reimburse the association for a portion of any added expense. Due to liability issues, the association cannot assist you with ongoing maintenance visits by your selected vendors.

Any service agreements or service repairs need to be signed by the owner or the home watch representative.

### **Companies that do Home Watch:**

Estate Management 941- 780-9823

Always Home at 941-806-6880

Aloha Home 941-538-8522

Key Concierge 941-388-2611

Hernan Alvarez 941-536-3379/ Rivo Employee who has Liability Insurance.

Suncoast Home Concierge Service 941- 961-4309

**The association and the management of Rivo at Ringling do not endorse service providers that are identified.**