

**TO: WESTLAKE POINTE HOMEOWNERS**

**FROM: WESTLAKE POINTE BOARD OF DIRECTORS**

**January 26, 2019**

### **ATTIC INSULATION REPLACEMENT**

Under our Westlake Pointe Insurance Policy, Farmers Insurance is providing the option of replacing the insulation in the attics of all homes in Westlake Pointe as a consequence of smoke damage. This process will be completed by ASR, WLP's Fire Restoration Contractor.

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This will be done at no charge to the Homeowners.

**However, Homeowners' insulation will not be replaced without the particular Owner's consent; you must opt in.** If this is a procedure that you would like to have done, you must fill out the attached form and send to Spectrum Property Management at 1259 Callens Road Suite A, Ventura, CA 93003\_or send ALL information required to Cheri at [cheri@spectrumprops.com](mailto:cheri@spectrumprops.com) by March 15, 2019.

Weather permitting, ASR plans to begin replacement of the insulation in homes during the first week of April. All Owners will be notified of the schedule for insulation replacement as soon as possible. Owners can expect the replacement process to take 1 Day per home.

Please note that an adult must be present at the time of the insulation replacement or make prior arrangements with Cheri at Spectrum.

**YES, I WOULD LIKE TO HAVE THE INSULATION IN MY  
WESTLAKE POINTE HOME REPLACED.**

Homeowner Name:

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Westlake Pointe Address:

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Mailing Address:

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Contact Phone Number:

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Alternative Phone Number:

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Owner Signature:

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