



THE OAKS CONDOMINIUM ASSOCIATION
A TEXAS NON-PROFIT CORPORATION

Dear Residents:

Your Board of Directors are pleased to provide a very important program to our community. The program is called "**WOWWI**" which stands for *Wipe Out Water Wasts*. This program is vital to reduce wasted water.

Listed below is a brief explanation and the benefits of this program and what is expected of owners and residents. We appreciate your cooperation in ensuring that this program is successful.

The **WOWWI** program includes having new toilet supply lines, fill lines, flappers, seats and washers replaced in all of your plumbing fixtures.

Benefits of **WOWWI**

- New supply lines, fill valves and flappers for each toilet at no cost to the owner or tenant
- New seats and washers for all sinks
- Replacement of sub-standard shut off valves in which owner pays for material cost only
- Identification of any other fixtures that may need repair or replacement

What to Expect

- Condominium must be made available on plumbing change-out day
- Relocation or removal of personal items to provide reasonable access to plumbing fixtures

Timeline for **WOWWI**

- Several days prior to starting, you will be notified in writing. (We will not perform any work on Fridays, Saturdays or Sundays.)
- Prior to the scheduled visit, please make available the areas around and under your sinks and toilets. Your consideration in making sure that the workmen have access to a clean environment would be appreciated.

Page 2
WOWW Program

- You may notify us prior to the scheduled date that you will be home **the day of the work** or you may submit a key to the on-site office to facilitate access to your condominium. Please make arrangements to pick up your key no later than the day after the work is performed. If you do not pick up your key, it will be destroyed.

The *woww* program is another of our ongoing efforts to improve The Oaks of Woodlake community by reducing both water related losses and excessive water consumption. We appreciate your cooperation.

Sincerely,

Your Board of Directors

WOWW Checklist

532-46-0179

UNIT # _____ DATE _____ COMPLETED BY _____
 Time spent on unit _____

KITCHEN right left
FAUCET
 Repl. Stems _____
 Repl. Seats _____
 Repl. Supply Line _____
 Check Aerator Good _____ Bad _____
 *Shut Off Valve Good _____ Bad _____
 Is D/W line to Garbage Disposal?
 Good _____ Bad _____
WASHER/DRYER
 Is shut off valve leaking? Yes _____ No _____

MASTER BATH right left
LEFT FAUCET
 Repl. Seats _____
 Repl. Stems _____
 Repl. Supply Line _____
 Check Aerator Good _____ Bad _____
 Repl. Supply Line _____
RIGHT FAUCET
 Repl. Stems _____
 Repl. Seats _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____
TUB
 Repl. Stems _____
 Repl. Seats _____
DIVERTOR
 Repl. Stem _____
 Repl. Seat _____
COMMODE
 Repl. Fill Valve _____
 Repl. Flapper _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____

2nd Bathroom right left
 Repl. Stems _____
 Repl. Seats _____
 Check Aerator Good _____ Bad _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____
COMMODE
 Repl. Fill Valve _____
 Repl. Flapper _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____
TUB
 Repl. Stems _____
 Repl. Seats _____
DIVERTOR
 Repl. Stems _____
 Repl. Seats _____

1/2 Bath right left
 Repl. Stems _____
 Repl. Seats _____
 Check Aerator Good _____ Bad _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____
COMMODE
 Repl. Fill Valve _____
 Repl. Flapper _____
 Repl. Supply Line _____
 *Shut Off Valve Good _____ Bad _____

AFTER WATER IS BACK ON:
 Are any change outs leaking? Yes _____ No _____
 Door Locked Yes _____
 Keys Returned to Office Yes _____

COMMENTS _____

After needs to be sent to owner Yes _____ No _____

Parts \$ _____ + Labor \$ _____ = \$ _____
 Shut Off Valve - Parts \$ _____ (Charged to homeowner)

County Clerk
 HARRIS COUNTY, TEXAS
[Signature]

2008 MAY 23 PM 2:00

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