



RECEIVED SEP 29 2014

9305 Gerwig Lane, Suite E
Columbia, Maryland 21046

301-495-9666 | Fountain
443-367-0138 | Pool
301-495-9677 | Fax

September 23, 2014

Burke Community Management
10494 Business Center Court
Manassas, VA 20110

**RE: WESTBRIAR
SPA MAINTENANCE**

To whom it may concern,

Specialty Pool & Fountain, Inc. is pleased to present the following proposal for your approval. We bill for the services rendered each month. The total contract price shown may vary depending upon lengthening or shortening your maintenance service dates.

It is essential that we have your e-mail address for the upcoming season. We will be sending your service visit records to you electronically at the completion of that day's service. Please enter it below even if you know we have it as well as any other people who need to be notified of service.

SPA OPENING	APRIL 9, 2015	\$500.00	
MAINTENANCE SCHEDULE	²⁹ 32 WEEKS	\$140/VISIT	+
Weekly Maint. w/Chemical			
SPA CLOSING	NOV. 19, 2015 Oct 31 st 2015	\$450.00	+
TOTAL CONTRACT COST:		\$5430.00 5016.00	

Payment Schedule: SPF will invoice the monthly balance due for services rendered at the beginning of each month per the schedule. All repairs will be invoiced separately.

Note: Any account that becomes 60 days delinquent will have service interrupted immediately until the account is brought fully up to date.

Please remit all payments in reference to this contract to Specialty Pool & Fountain, Inc.

Unless specifically noted, this proposal does not include any costs related to wage scales, bonds, permit fees, engineering stamps or insurance requirements beyond our normal limits. We do not qualify as a small or disadvantaged business enterprise.

All work is subject to the enclosed Terms and Conditions. All warranties are as specified in the Terms and Conditions or as available directly from the manufacturer. Customer is solely responsible for obtaining coverage under manufacturer's warranties.

Specialty Pool & Fountain, Inc. reserves the right to void this proposal if it is not signed and returned to this office within 30 days of proposal date.

Please call if I may offer additional information.

Sincerely,

Doug Clarke
President

ACCEPTED: Ino Henniger DATE: 11/20/14 TOTAL: \$ 5010.00

Please initial each accepted cost portion of proposal.

BILLING INFORMATION : (please correct or fill-in missing information)

Name of Property: The Plaza at Dunloring

Name of Billee: Westbriar

Address: 10494 Business Center Ct

Address: Manassas

City: Manassas State: VA

Zip: 20110

Name of Contact: Crystal / Silvia

Phone Number: 703-361-9014

Fax Number: 703-330-5254

E-mail: office@burkecmg.com

Accounting Department Info: Silvia ↑

(if different than above)

FOUNTAIN SERVICE CONTRACT

OPENING

1. SPF will provide all labor to clean and fill the fountain.
2. SPF will reassemble the fountain equipment to include pumps, filters and other devices associated with the operation of the fountain.
3. SPF will balance the water chemistry to normal industry standards.
4. SPF will commence fountain operations and set time clocks as directed by the property owners or managers.
5. SPF will test all fountain operations and notify owner of any repairs needed.

MAINTENANCE VISITS

1. SPF will provide all labor and equipment needed to remove debris from the fountain floors and walls. (*)
 2. SPF will balance the water chemistry to normal industry standards.
 3. SPF will test all fountain operations and notify owner of any repairs needed.
- (*) Fountains that are not equipped with filter systems or that have shallow water levels less than 12", may need to be drained and cleaned occasionally to fully remove small debris. Draining and cleaning is not included in this contract price unless specifically stated.

CLOSING

1. SPF will provide all labor and equipment needed to drain the fountain as appropriate for the winter.
2. SPF will drain all filters and pumps as appropriate. SPF will blow and plug lines as needed.
3. SPF will notify owner, in writing of any necessary procedures or circumstances that may need to be monitored for the winter.
4. SPF includes all chemicals required for the standard adjustment of chlorine, pH, calcium hardness and alkalinity.