

Satellite Dish Relocation / Removal **Frequently Asked Questions**

- 1. How do I go about relocating my satellite dish?**
You will need to complete an Architectural Variance Form to seek written approval for dish installation and relocation. *You may not proceed with dish installation without WRITTEN approval.* The variance form needs to clearly define the location of the satellite dish installation and the dimensions of the dish. Variance forms that are incomplete will not be approved. Once a satellite dish variance form is received and approved, you will receive written approval and the management office will schedule the Association's roofer to remove the dish. Please note that the expense for removal of the dish and repair of damaged roofing will be paid by the Association as a one-time courtesy this time only and any future charges will be charged back to you.
- 2. Where can I install my satellite dish?**
The Association's rules clearly define where a dish can and cannot be installed, please review these rules carefully. Some suggested areas in which your satellite dish CAN be installed are: 1) On your unit's balcony or patio; 2) On a pole in the ground; 3) on the rear soffit or wood trim of your unit.
- 3. I already received approval from management and/or the Board of Directors for my satellite dish, why did I receive a violation letter?**
The Association's files do not have record of your approval. Please note that a verbal approval is not valid. We ask that you assist us in updating the Association's records by resubmitting the Architectural Variance Form and the Satellite Acknowledgement Form as well as any written approval you may have.
- 4. I don't have a satellite dish, why did I receive a violation letter?**
It is sometimes difficult from the ground for our inspectors to trace which unit a satellite dish serves. Please notify our office in writing of this. We will re-inspect and update the Association's records with this information.
- 5. The satellite dish was installed by the previous owners, am I still responsible for it?**
Yes, you are. Please follow the proper procedures for relocating your satellite dish if you continue to use it for your television provider.
- 6. I don't use my satellite dish anymore, can I have it removed?**
Yes, you can. Please notify our office in writing and we will schedule the Association's roofers to remove your satellite dish. Please note that this fee will be paid by the Association as a one-time courtesy this time only and any future charges will be charged back to you.
- 7. Why can't I use my own roofer or the satellite company to remove the satellite dish mount?**
The Association's roofer maintains the roof and warranties the work done. If another roofer is contracted, this will void the warranty. Additionally, all Association vendors have been pre-approved based upon specific qualifications such as service level, quality of work, years in business. They also carry the necessary insurance levels required to work on the Association's property.

Contact Information:
Fairway View Townhomes
c/o Caruso Management Group
800 W Fifth Ave., Ste. 110B
Naperville, IL 60563

info@carusomanagementgroup.com

www.fairwayviewhoa.com – please check the website (you will see actual pictures) to see all the locations you may or may not install a satellite dish.