

06/18/2012

This Information Statement is intended to clarify a SOCA owner's responsibility when an owner's unit is damaged such that the owner wishes to involve his/her insurance company, or suspects that the damage emanates from another unit or from a common area. It describes what actions should be taken and who should be contacted.

While each possible situation cannot be completely covered by this general statement, it is hoped that it will be a guide for an owner to help determine what he/she needs to do in similar situations.

The first contact that an affected owner should make in damage situations is with the owner's own insurance company. The second contact that the affected owner should make is with the SOCA property manager, Wynne Realty, giving the type of damage and as much detail about the extent of the damage as is known at that time. The property manager will attempt to determine whether the damage is isolated to the affected owner's unit, or if it is possible or likely that another unit or units may have also sustained damage or caused damage, or if a common area or some other area that SOCA is responsible for is possibly involved. If other units are determined to possibly be involved, the property manager will contact the owners of those units, who should then contact their own insurance companies. If it is determined that a common area or some other area that SOCA is responsible for is involved, the property manager will contact SOCA's insurance company. Once the scope of the damage is determined, the property manager will contact all known affected owners to inform them of other units and/or common areas that are also involved so the owners can pass that information on to their insurance companies.

Please note that arrangements for clean up of an owner's damaged unit is solely the responsibility of that owner. The property manager will provide owners with contact information for service providers that may be able to help in such situations.

Wynne Realty

PO Box 78 Lodi, WI 53555 [www.WynneRE.com](http://www.WynneRE.com)

Andrea (Andi) Simmons

608.843.8080

608.345.9985 Mobile

608.237.2238 Fax [andis@wynnere.com](mailto:andis@wynnere.com)

Jeff Simmons

608.345.9996 Mobile [jeffs@wynnere.com](mailto:jeffs@wynnere.com)