



The Park West Community Association and You

The Park West Community Association (PWCA) is a separate, private, not for profit and non-stock Virginia Corporation. As a Kings Park West homeowner, you are automatically a member of PWCA which owns, maintains, and administers the common areas; administers and enforces the Declaration of Covenants, Conditions and Restrictions; and collects and disperses the assessments.

The daily administration work is carried out by Capitol Property Management, that takes its direction from the nine member Board of Directors whose authority is granted in the Association's governing documents.

Our newsletter, called "Park West Pages" is distributed periodically to all homes. Please take time to read it and stay informed about your community. In addition, the Association maintains an Internet site at www.parkwestcommunity.org.

You, as a homeowner, are responsible for:

- 1) paying quarterly assessments on the 1st day of January, April, July, and October;
- 2) providing Capitol Property Management with name and address changes, including any rental information;
- 3) purchasing a Disclosure package from Capitol Property Management for the buyer of your house (please note that the governing documents that are posted on the web site are for information purposes only and not intended for disclosure purposes);
- 4) keeping Capitol Property Management up-to-date on any problems or concerns on your street;
- 5) understanding and abiding by the *Declaration of Covenants, Conditions and Restrictions* and the *Architectural Guidelines*;

and finally to become an informed and involved member of the community by volunteering and by attending the regularly scheduled Board of Directors meetings.

Kings Park West is a planned community governed by the PWCA Declaration of Covenants, Conditions and Restrictions, and the PWCA Architectural Guidelines. The Architectural Control Committee, as part of the Association, reviews applications for **any exterior additions or changes** to your property such as a deck, screened porch, fence, patio, walkways, removing or adding landscaping, removing trees, etc. and **any change** in exterior paint or roof colors. Please refer to the Architectural Guidelines or call Capitol Property Management if you have any questions 703-707-6404.