



RE: Important Reminders Regarding your Luma HOA setup and initial move-in

We want to be sure your move into Luma goes smoothly and that you effortlessly settle into your new home. Please read your closing information and the Rules and Regulations to have a comprehensive view of activities and procedures at Luma. Here are a few important reminders:

MOVE-INS

Schedule your move-in as soon as possible after receipt of your planned closing date. Contact the CWD Group move-in coordinator, Ms. Kelley Edgecombe at helpmemove@cwdgroup.com. A more detailed packet of information will be sent to you about one week before your scheduled move in date.

DELIVERIES

Please schedule deliveries as well through Ms. Kelley Edgecombe at helpmemove@cwdgroup.com. Kelley will ensure that your delivery is coordinated with move-in operations and allow the elevators to be protected during your delivery.

BUILDING ORIENTATION, KEY PICK-UP & OWNER INFORMATION

You may make an appointment with CWD Group at helpmemove@cwdgroup.com for building orientation and key pick up at the sales center after closing. When you pick up your keys you will be provided with a Resident Information Form; please complete this and return it to the on-site concierge team.

72-HOUR WARRANTY CHECKLIST

The first business day after closing, CWD Group will e-mail your unit account and log-in information to the e-mail on file with the sales team. If you have any warranty issues to report after key pickup, you must do so within 72 hours. Warranty questions should be addressed to the warranty Team at warrantyservices@cwdgroup.com

UTILITY ACCOUNTS

- **Electric:** The Luma Chief Engineer will contact you with your unit's opening meter reading and information to facilitate opening your individual unit account with Seattle City Light within 30 days. Several weeks must be allowed after closing for the County Registrar files to be updated or SCL will not be able to verify you as the new Owner of record.
- **Gas:** Your natural gas usage is covered in your Monthly Assessments.
- **Water:** There is a separate water meter for your unit. At the time of possession of your unit, the HOA will enroll you into the automated billing system with Seattle Public Utilities for your water use.
- **Communications:** Comcast, Wave and CenturyLink are the building communication providers. Direct TV is not available at this location.

- **UNIT ALTERATIONS**

All unit alterations including window treatments, closet inserts, flooring changes and remodels must be approved by the Board before projects commence. Forms are available in the owner handbook and online at your Owner's portal at www.cwdgroup.com. If your planned alteration has been previously approved, you may coordinate your vendor's work through Kelley at helpmemove@cwdgroup.com. Vendor installations will be accommodated after your 72 hour warranty review period.

INSURANCE INFORMATION

You will need to obtain a Condo HO-6 insurance policy to cover you for up to a \$10,000 Association Master Insurance Policy deductible, and for any liability and contents coverage you wish to add. The Association Master Policy covers "Walls-In" and includes all appliances, wall and floor coverings and anything permanently attached to the walls, floors and ceilings of your unit.

RENTALS

No short term rentals or licensing (such as VRBO or Air BnB) are allowed. The minimum lease term is 6 months, and tenant information and a copy of the lease must be provided to the Board prior to tenant move-in. All moves, including tenants, must be scheduled with the move-in coordinator, Ms. Kelley Edgecombe, at helpmemove@cwdgroup.com

OTHER LUMA CONTACTS

Your Luma Facility Manager is James Tisdell and can be reached at lumafm@csseattle.com

Your Concierge team is on duty 24/7 and can be reached at lumadesk@csseattle.com or 206-899-1235

Your Association Community Manager is Steve Durst and can be reached at steve@cwdgroup.com

Welcome to Luma!