

MERIFIELD ACRES LANDOWNERS' ASSOCIATION

P O Box 70  
Clarksville, Virginia 23927

attachment 1  
Merifield, Inc.

[www.kerrlake.com/mala](http://www.kerrlake.com/mala)  
[mala@kerrlake.com](mailto:mala@kerrlake.com)

2007-2008 Officers  
Ben Jackson, President  
Mike Cottrell, Vice President  
Greg Sansing, Treasurer  
Cathy D'Amato, Secretary

Date  
Mr./Ms.  
PO Box/Street Address  
Clarksville, VA 23927

Dear Mr./Ms.:

MALA is the owner of common areas and roads and has responsibility under Merifield, Inc., Covenant 10 for the "general safety" of lot owners. The Virginia Property Owners' Association Act (VPOAA) gives the Board of Directors the power to adopt and enforce rules and regulations with respect to the use of common areas and such other areas of responsibility assigned to the association by the declaration. Under the VPOAA, common areas includes roads.

The Roads and Maintenance Committee of the Merifield Acres Landowners' Association (MALA) has determined that a tree located on your lot (unit \_\_, lot \_\_) is *(dead, dying or damaged)* and poses a potential danger to the users of the *(road or property)* owned by MALA that is adjacent to your lot. The tree is located *(give a reference to the tree from the common area subject to the potential incursion by the tree and include date-stamped photo)*. This tree should be removed because limbs from the tree or the tree itself will likely fall on MALA property and could injure a user and/or obstruct the use of the *(road or property)*.

Please respond to me at the address or telephone number below within fifteen (15) days of the date of this letter with your intentions regarding the tree mentioned above. Thank you for your cooperation in making Merifield Acres a safe and pleasant place in which to live.

Sincerely,

*(Name)*, Chair, Roads and Maintenance Committee  
*(Address)*  
*(Telephone Number)*

Enclosures:

date-stamped photo of dangerous tree  
list of three (3) vetted tree removers

cc:

*(If addressee is part-time resident,  
mail also to alternate address)*

tree removal authorization letter from Architectural Committee  
MALA Treasurer