

**PENN TOWERS CONDOMINIUM ASSOCIATION, INC.
POLICY AND PROCEDURE
ALTERNATIVE DISPUTE RESOLUTION**

Adopted Nov 11, 2014

The following policy and procedure has been adopted by the Penn Towers Condominium Association, Inc. ("Association") pursuant to Colorado statutes, for addressing disputes arising between the Association and Owners. This Policy and Procedure for Alternative Dispute Resolution specifically does not apply to enforcement of the Association's governing documents, including but not limited to, collection of assessments and violations of rules, regulations, policies, or covenants.

1. Any dispute arising between an Owner and the Association should be submitted in writing by the Owner to the Board of Managers through the Association's managing agent for consideration at the next scheduled Board meeting at which the Owner shall attend.
2. If resolution of the dispute is not achieved through a dialogue between the Owner and the Board, the dispute shall be submitted to a mediation service in the area with the cost of such service to be split equally between the Association and the Owner(s) involved.
3. If the Owner refuses to participate in mediation or if mediation is unsuccessful, neither the Association nor the Owner has waived any right to pursue any available legal actions.

PRESIDENT'S

CERTIFICATION: The undersigned, being the President of the Penn Towers Condominium Association, Inc., a Colorado nonprofit corporation, certifies that the foregoing policy and procedure was adopted by the Board of Managers of the Association, at a duly called and held meeting of the Board of Managers on Nov 11, 2014, and in witness thereof, the undersigned has subscribed his/her name.

PENN TOWERS CONDOMINIUM ASSOCIATION, INC.,
a Colorado nonprofit corporation

By: Dobias George
President