

**CHARLESTOWN OWNERS ASSOCIATION**  
**2012 Painting Selection and Agreement**

**RETURN**

Building \_\_\_\_\_ Address \_\_\_\_\_ Owner \_\_\_\_\_  
(please print)  
Daytime Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

**GENERAL INSTRUCTIONS**

- **Choose** only colors listed on the approved COA color palette.
- **Write** both paint name and number in the blanks, using the Paint Palette list provided.
- **Do Not** leave spaces blank or put dashes on blank spaces. Write **N/A** if the listed item is not applicable to your home. Write **NO** if you do not want an item painted.
- **Bay Window Roofs** may be painted the Trim color or Maintenance Gray. You may have the roof painted the Door/Shutter color **only** if your trim color is a Outside White, Williamsburg Simulated Whitewash, Bracken Cream, George Pitt House Bisque, Weatherburn Tavern Bisque, or Pelham Gray Light.
- **Rear Doors** may be painted the Front Door color **or** the Trim color.
- **Storm/Screen Doors** must be painted the color of whatever door they cover. Replacement storm doors must be painted unless the manufacturer color is an exact match for the selected COA color.
- **Do Not** write "Same Colors". The COA has discontinued some colors and they will no longer be available for selection. In addition, the COA's paint record for your home may be incomplete or incorrect. Please look at the color samples at the COA office to insure that you are selecting a **current color**. **Do not rely on the COA to determine the colors for your home.**

**INSTRUCTIONS FOR REPLACEMENT WINDOWS AND DOORS:**

**Window Unit** - the window itself with glass and mullions.

**Window Cladding** - material which surrounds and frames the window unit. Cladding is strips of matching material, installed over the original wood frame in order to match the window unit material.

- Only **White window units** may remain white, regardless of the trim color.
- **Window units** that are not white must match your trim color selection or be painted.
- The **window cladding** must match your selected trim color. If the manufacturer color does not match your selected trim color, it must be painted.
- Replacement doors and storm doors must match the selected COA color. If the manufacturer color does not match the selected door color – you **must** have them painted to match your door color selection.
- If you are confident that the manufacturer color matches your paint color selection, write **NO** next to those replacement items. **NO** means "**Do not paint**"

**CONTINUED ON REVERSE SIDE**

UNIT \_\_\_\_\_ ADDRESS \_\_\_\_\_

- Please **DO NOT** leave blank spaces, put dashes, or write 'Same' on the lines.
- Write **N/A** for any items that are not applicable to your home.
- Write **NO** for **do not paint**, (replacement items with a manufacturer finish exactly matching the COA colors you have selected.)

Trim Color \_\_\_\_\_

(windows, door frame and lintel, eaves, gutters, downspouts)

**FILL THIS OUT ONLY IF YOU HAVE REPLACEMENT WINDOWS**

Window Unit \_\_\_\_\_

(Write **NO** for Do Not Paint OR write in desired trim color)

Window Cladding \_\_\_\_\_

(Write **NO** for Do Not Paint OR write in desired trim color)

Shutter Color \_\_\_\_\_

Front Door \_\_\_\_\_ Front Storm Door \_\_\_\_\_

Bay Window Roof (see general instructions) \_\_\_\_\_

REAR -  
Single Door \_\_\_\_\_ Single Storm Door \_\_\_\_\_

French or Sliding Door(s) \_\_\_\_\_ French or Sliding Screen Door(s) \_\_\_\_\_

I warrant that I am the Owner of the premises located above, and I hereby agree and grant permission for the Charlestown Owners Association to repaint the exterior of the said premises as indicated above.

It is understood that by the signing of this Agreement, the Charlestown Owners Association will proceed to order paint and materials based upon this Agreement. Any change or deviation made from this Agreement will be at my own sole cost and expense.

*I agree to have any patio awnings/trellis's removed to allow for the painting of the upper levels of the townhouse and/or adjacent Homeowner's brick walls.*

OWNER'S SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_

OWNER'S NAME (print) \_\_\_\_\_

**REQUEST FOR GATE AND SHED PAINTING BY PLOUTIS - OPTIONAL**

The COA will forward this request to Ploutis. The COA does not take payments for this service. The owner pays Ploutis directly by check. For other payment options, contact Ploutis.

Ploutis Painting & Contracting Co. Inc.

8365 Richmond Hwy

Alexandria, VA 22309

Phone: 703-360-0205

Email: sploutis@ploutispainting.com

GATE (prep and two coats - \$125.00) color \_\_\_\_\_  
(color)

SHED (prep and two coats - \$325.00) color \_\_\_\_\_  
(color)