



PACKAGE RECEIPT AND DELIVERY POLICY AT SUNRISE

Dear Homeowners,

As many of you know, the Sunrise office receives package deliveries for homeowners as one of our various amenities. Our policy related to this amenity is explained in this document. Please read these terms carefully before having any of your packages delivered to Sunrise. This is an updated policy and will be posted on the website as well. www.sunrisevt.com.

1. Packages sent to FBC will be delivered to the unit indicated on the package during our staff's inspection schedule.
2. Homeowners who wish to pick up their packages at FBC must notify the Sunrise office of the delivery and pick-up in advance.
3. If a package arrives at FBC with visible damage, Sunrise will notify the homeowner indicated on the package.
4. Sunrise prefers to NOT receive large, heavy, or high-value items, and will use their discretion when accepting and declining deliveries. If a homeowner ships a large, heavy, or high-value package to FBC, we expect a notification from the homeowner.
5. A delivery fee may be charged to homeowners for delivery of any large or heavy packages that require two or more of our staff.
6. Packages delivered to FBC without a name or unit number will be considered that it's intended for Sunrise staff. If the contents are determined to not be for a Sunrise staff, the package will be returned to the shipper if not claimed within two weeks.
7. Sunrise accepts NO LIABILITY in connection with the receipt and delivery of packages for loss or damage or any other contingency. If you wish to send packages to Sunrise and are concerned about the possible loss or damage, we recommend you insure the package with your vendor or delivery service.