

PROPERTY OWNERS ASSOCIATION

COMCAST

REQUEST FOR SERVICE CHANGE

INSTRUCTIONS

HOA – Use this form and procedure to request change in service under the COMCAST BULK CONTRACT FOR ABERDEEN.

NEW HOMEOWNERS – Must prove ownership occurred after January 1, 2015.

This form must be returned to Campbell Property Management within 60 days of closing.

CURRENT HOMEOWNERS –

Downgrade in service is NOT permitted.

Upgrade allowed prior to December 1st cutoff date in any year.

TENANTS – No changes permitted by tenants, only by homeowners.

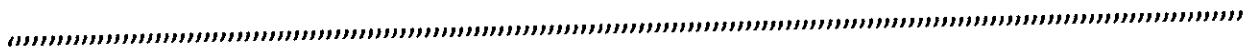
A tenant may order retail service from providers (Comcast, AT&T etc.)

At their own expense, outside of the Aberdeen Bulk Comcast Contract.

INSTALLATION – To have equipment installed or to receive a local phone number, personally contact Comcast Bulk Contract Dept. (1-800-934-6489)

WARNING! DOWNGRADE IS NOT PERMITTED AT ANY TIME.

ONLY UPGRADES ARE PERMITTED.



REQUEST FOR CHANGE OF SERVICE

This form must be submitted to Campbell Property Management by Nov. 15, 20\_\_ for upgrades

NEW HOMEOWNER VIDEO ONLY \_\_\_\_\_ TRIPLE PLAY \_\_\_\_\_ Closing Date \_\_\_\_\_

CURRENT HOMEOWNER UPGRADE TRIPLE PLAY \_\_\_\_\_

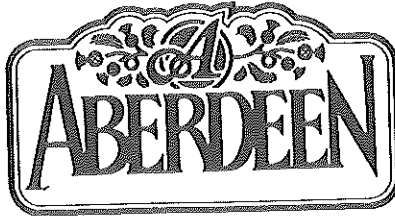
Name of Homeowner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Aberdeen Village: \_\_\_\_\_

Signature: \_\_\_\_\_



PROPERTY OWNERS ASSOCIATION

Comcast /Aberdeen

COMCAST Selection and Installation Procedure

New Residents:

- The current contract which was signed December 2014 stated that any changes that a new resident may want to make will be allowed one time and only one time only before Dec.1<sup>st</sup> each year. The reasons should be self-evident; the bookkeeping for the HOA's, POA, and Comcast would present a major problem.
- The POA and committee agreed to this during the contract negotiations.
- Here is how the selection procedure works:
  - New resident notifies respective Village property manager/company using the ABERDEEN /COMCAST Service Selection form.
  - Management Company forwards form to Campbell Property Management of the change in ownership.
  - Campbell then forwards form to Comcast, using the Aberdeen Service Selection Form as the basis for the change of any unit that has been sold, and the selection of Service by the new owner
  - Where the new owner has elected to either upgrade or downgrade from the new bulk service no later than 30 days after receipt of the written Service Selection Form, the homeowner must be told to call 1-800-934-6489 to set an appointment with COMCAST for the installation of equipment necessary to provide service elected.
  - Note: COMCAST equipment must be returned by the seller.

Current Residents:

Current residents that have TV only may upgrade to triple play prior to Nov.1<sup>st</sup> each year. [NO down grades in service are allowed by current residents.] Letter to residents will be sent Sept. each year. Selection of new service will begin Jan. 1<sup>st</sup> of the New Year.

- All residents are to be notified that once an upgrade selection is made it is for the life of the contract.