

***SALES APPLICATION***  
**Blossom Gardens Apartments, Inc.**

**Flushing, NY 11355**

**Contact Information:**

**Ms. Susan Rubin  
Transfer Agent  
Kaled Management Corp.  
7001 Brush Hollow Road  
Westbury, NY 11590**

**(516) 876-4800 x 313  
(516) 780-8331 Fax  
Email Susan@Kaled.com**

**Bldg. # 470**

**APPLICATION PACKAGE CHECKLIST:**

The following items must be included with the application:

1. Purchase Application including financial schedules \_\_\_\_\_
2. Copy of the fully executed Contract of Sale (Blumberg Contract Form Preferred) \_\_\_\_\_
3. Copy of the loan commitment letter if purchaser is obtaining a mortgage \_\_\_\_\_  
**Note:** Packages will not be sent to the Board without commitment letter.
4. Three executed original recognition agreements (Aztech Form only) if sale is being financed. \_\_\_\_\_
5. Copy of W-2 forms and federal income tax forms with all attachments for prior two (2) years. Note: All tax returns must be signed and dated. **(Please remove social security #)** \_\_\_\_\_
6. Letter from landlord or managing agent stating you monthly rent or maintenance, length of tenancy & amount of rent paid. (Previous landlord if living at current resident less then one year) If applicant is selling a residence, please provide copy of pending sale or copy of closing statement. \_\_\_\_\_
7. Letter of employment from the Human Resources Manager or Personnel Director, stating length of employment, title, & salary. (Salary must be disclosed). Two (2) most recent pay stub from latest payroll check. If employed less then one year please attach letter from previous employer. If applicant is retired, copies of pension or social security award letters. If applicant is self-employed, a letter from accountant stating annual income and net worth. Please attach latest balance sheet & profit & loss statement
8. (2) two letter of personal reference letters. (non-related parties). \_\_\_\_\_
9. (3) Three months bank statements from present banks confirming balance in accounts. \_\_\_\_\_
10. Credit Check Authorization for each purchaser. \_\_\_\_\_
11. Lead Paint rider, Carbon Monoxide Rider, and Smoke Detector rider and Window Guards rider, signed by both seller(s) and purchaser(s) \_\_\_\_\_

12. Signed receipt of the House Rules \_\_\_\_\_

13. Purchaser must provide evidence of Home Owners Insurance at closing \_\_\_\_\_

14. No Pet Rider Signed \_\_\_\_\_

- All prospective Purchasers and everyone living in the apartment are subject to application review and Board interview and approval. The Management Corp. will contact the prospective purchaser for interview upon receipt of an acceptable credit check and application review. Should a prospective purchaser wish to have an interpreter present at board interview, the Board welcomes such additional individual.
- Prospective purchasers should be sure to review the Offering Plan and all amendments in addition

\* Please submit **Seven (7) COLLATED COPIES AND ONE (1) ORIGINAL (Totaling Eight**

***\* Please remove your social security number from all documents except credit check authorization***

**Any packages not submitted in their entirety will be returned**

**Required Application Fees – (All fees to be paid by Certified Check or Money Order)**

\* Enclosed a check in the amount of **\$500.00** payable to **Kaled Management Corp.**, for administration fee. **(purchaser)**

\* Credit check fee of **\$150.00** per person payable to **Kaled Management Corp.** **(purchaser)**

\* Recognition agreement fee the amount of **\$200.00** payable to **Kaled Management Corp.**, **(purchaser)**

\* Move in deposit of **\$250.00** payable to **Blossom Gardens Apartments, Inc.**, which is refundable assuming the moving rules are followed and no damages occur during moving. **(purchaser)**

Cooperative's moving policy is not violated.

**Fees to be paid at closing**

- \* Transfer Tax Stamp fee of **\$.05 per share** due at closing payable to **Kaled Management Corp.** payable by (seller).
- \* Closing fee **\$500.00 payable to Kaled Management Corp.** due at closing (seller).
- \* Seller- Move out deposit of **\$250.00** payable to Blossom Gardens Apartments, Inc., which is refundable assuming the moving rules are followed and no damages occur during moving. (seller)
- \* Seller to pay flip Tax of **\$5.00** per share payable to Blossom Gardens Apartments, Inc. (due at closing)
- \* Submit completed packages to: ***Ms. Susan Rubin c/o Kaled Management Corp., 7001 Brush Hollow Road, Westbury, NY 11590.*** Please allow three (3) weeks for the processing of the application and the Board review
- \* Any packages not submitted in their entirety will be returned. **Seven (7) COLLATED COPIES AND ONE (1) ORIGINAL are to be submitted (Totaling Eight 8) complete packages).**
- \* **Please remove social security from all documents except the credit authorization**

## ACKNOWLEDGEMENT

PREMISES: \_\_\_\_\_

APARTMENT: \_\_\_\_\_

SELLER: \_\_\_\_\_

PURCHASER: \_\_\_\_\_

DATE: \_\_\_\_\_

The purchaser hereby acknowledges that he/she shall **obtain and maintain** a homeowner's **insurance policy** including any improvements and betterments, issued by a reputable insurance company licensed to do business in the State of New York prior to the closing of sale on the above referenced unit. The terms of the above mentioned homeowner's insurance policy shall require the following:

- Insurance coverage for the replacement value of the contents of the apartment and liability coverage.
- The purchaser further acknowledges that he/she shall deliver a copy of the original paid receipt and binder indicating the above insurance coverage by the date of closing.
- It is further acknowledged that the managing agent will adjourn the closing and charge the purchasers an appropriate adjournment fee if the within guidelines are not followed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

## ACKNOWLEDGEMENT

**Re:** \_\_\_\_\_

**Seller:** \_\_\_\_\_

**Purchasers:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The purchaser hereby acknowledges that he/she is purchasing a residential unit and that it is not to be used in the performance of business of any type.

The purchaser also acknowledges that he/she is not to use the apartment for short-term rentals. It is agreed that any subletting shall be done in full accordance with the terms of the by-laws and co-op regulations by contacting management office and submitting proper paperwork, etc.

The purchaser further acknowledges that there will be no **partitioning** of the apartment for the purpose of rental of rooms/beds, etc.

The purchaser acknowledges that if he does not comply with the above, that any expense associated with ensuing litigation with regard to the above shall be at the purchaser's sole expense and that the co-op may move to cancel purchaser's shares in the event of such default.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

## APARTMENT CORPORATION

### DISCLOSURE OF INFORMATION STATEMENT CONCERNING LEAD-BASED PAINT

APT CORPORATION: BLOSSOM GARDENS APARTMENTS, INC.

PREMISES: \_\_\_\_\_

APARTMENT: \_\_\_\_\_

SELLER: \_\_\_\_\_

PURCHASER: \_\_\_\_\_

BROKER: \_\_\_\_\_

#### 1. LEAD WARNING STATEMENT

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips and dust can pose healthy hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

#### 2. APARTMENT CORPORATION'S DISCLOSURE

A. Presence of known lead-based paint and/or lead-based paint hazards in the Apartment and on the Premises

(i) The Apartment Corporation has no specific knowledge of any lead-based paint and/or lead-based paint hazards in the Apartment and on the Premises. Since the Premises were built prior to 1978, it is likely that some of the layers of paint in the Premises and some of the painted areas of the Apartment contain lead-based paint.

B. Records and reports available to and reasonably obtainable by Apartment Corporation

(i) The Apartment Corporation has no records or reports pertaining to lead-based paint and/or lead-based paint hazards in the Apartment or elsewhere on the premises.

C. Lead Information Pamphlet

The Apartment Corporation has provided Purchaser with an EPA-approved Lead information pamphlet, which is attached to this disclosure statement.

D. Disclosure Review Period

The Apartment Corporation provided Purchaser with a 10-day period to review foregoing information and to conduct a further inspection and/or testing of the Premises for lead-based paint. The Purchaser was given an option to cancel the contract of sale if dissatisfied with the results of such inspection and/or testing.

**3. PURCHASER'S ACKNOWLEDGEMENT (Each Purchaser must initial)**

(i) \_\_\_\_\_ The Apartment Corporation has disclosed the presence of any known lead-based paint and/or lead-based paint hazards in the Apartment and on the Premises or has disclosed no knowledge of same.

(ii) \_\_\_\_\_ Purchaser has received EPA approved Lead information pamphlet from the Apartment Corporation.

Upon receipt of the Apartment Corporation's disclosure package, Purchaser received a 10 day period to conduct a risk assessment or inspection of the Apartment and the Premises for the presence of lead-based paint and/or lead based paint hazards and an option to cancel the contract of sale if dissatisfied with the results of such risk/assessment/inspection.

(iii) \_\_\_\_\_ Purchaser is satisfied with the condition of the Apartment and the Premises and waives any further right or opportunity to conduct any further risk assessment or inspection of the Apartment and the premises for the presence of lead-based paint and/or lead-based paint hazards.

**4. BROKER ACKNOWLEDGEMENT**

(i) \_\_\_\_ Agent has informed the Apartment Corporation of its obligations under 42 U.S.C. Section 4852d and is aware of his/her responsibility to ensure compliance.

**5. CERTIFICATION OF ACCURACY**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate

\_\_\_\_\_  
SELLER

Date: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
PURCHASER

Date: \_\_\_\_\_

\_\_\_\_\_

PURCHASER

Date: \_\_\_\_\_

**ALL PARTIES MUST SIGN\*\*ALL PARTIES MUST SIGN\*\*ALL PARTIES MUST SIGN**



**Co Purchaser's Name(s):** \_\_\_\_\_

**Social Security Number(s): (Last 4 digits)** \_\_\_\_\_

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

**Home Telephone Number(s)** ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

**Work Telephone Number(s)** ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

**Employer's Name(s):** \_\_\_\_\_

**Employer Address(es):** \_\_\_\_\_

**Occupation(s):** \_\_\_\_\_

**Length of Employment:** \_\_\_\_\_

**Present Amount of Monthly Rent: \$** \_\_\_\_\_ **Mortgage: \$** \_\_\_\_\_

**Name of Landlord and Telephone:** \_\_\_\_\_ ( ) \_\_\_\_\_

**Length of Residency:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Broker Involved:** \_\_\_\_\_

**Name of all persons who will reside in the apartment and, if children, their ages:**

<u>Names of Adults</u>	<u>Names of Children</u>	<u>Ages of Children</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Name of all residents in the building known by applicant:**

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**List any musical instruments played by Applicants and the extent they are played at home:**

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**Address, brief description, and future plans for any additional residence owned or leased:**

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Provide whatever information you wish to demonstrate your ability to pay the monthly maintenance charges and mortgage (if applicable).

**APPLICANT 1:**

**Annual Salary**

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**Other income (specify source and amount):**

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**APPLICANT 2:**

**Annual Salary**

---

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**Other income (specify source and amount):**

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**Total Combined Income from All Sources:**

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**Use this space to describe any additional information in support of your application:**

I declare that I have examined this application and to the best of my knowledge, it is true, correct and complete. I acknowledge receipt, have read, and agree to adhere to the House Rules and Alteration Agreement of Blossom Gardens Apartments Inc.

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature of Co-Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## ASSETS AND LIABILITIES STATEMENT

Applicant's Name \_\_\_\_\_  
 Statement of Financial Condition as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**Please Note:** Supporting documentation for all assets and liabilities is to be attached to this statement. Please use the word "none" where no amount is to be entered.

ASSETS		LIABILITIES	
Cash in bank (attach bank statements & schedule E)	\$	Notes Payable (attach schedule B)	\$
Down payment on contract (if paid)		Mortgages payable (attach schedule A)	
Securities (Stocks & Bonds - attach statements & schedule F)		Unpaid Real Estate Taxes	
Cash value of life insurance, less any loans		Unpaid Income Taxes	
Investment in own business		Accounts Payable (attach schedule C)	
Real Estate Owned (attach schedule A)		Outstanding Credit Card Balances (attach schedule C)	
Vested Interest in Retirement Fund (include IRAs and 401Ks) (attache schedule G)		Other Liabilities (itemize)	
Automobile (make and year)			
Loans and Notes Receivable			
Personal Property and Furniture			
Other Assets (itemize)			
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>TOTAL LIABILITIES</b>	<b>\$</b>
		<b>NET WORTH (excess of assets over liabilities)</b>	<b>\$</b>
Contingent Liabilities (personal guarantees or potential liabilities)	\$		

The foregoing statements and details pertaining thereto, both printed and written, have been carefully read and the undersigned hereby solemnly declares and certifies that same is a full and correct exhibit of my/our financial condition.

Date \_\_\_\_\_

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Signature of Applicant

**SCHEDULE A - REAL ESTATE OWNED**

Location and Type of Property	Title In the Name of	Date Acquired	Cost	Recent Appraised Value	Mortgage Balance	Maturity Date	Monthly Payment

**SCHEDULE B - NOTES PAYABLE**

Amount	Due to	In Name of	Maturity Date	Collateral	Monthly Payment

**SCHEDULE C - ACCOUNTS PAYABLE (include credit card balances here)**

Amount	Due to	In Name Of	Maturity Date	Monthly Payment

**SCHEDULE D**

Amount	Type	Due to	Obligor	Final Maturity/or repayment	Collateral

\*including Letters of Credit and Surety Bonds

**SCHEDULE E - SCHEDULE OF CASH IN BANKS - INCLUDE CD'S AND MONEY MARKET ACCTS**



Re: Sublet/Sale of Apartment # \_\_\_\_\_ Address: \_\_\_\_\_

**CREDIT CHECK AUTHORIZATION**

**Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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In connection with my purchase/sublet of property, I authorize the procurement of a credit report of myself. I further authorize all credit agencies, banks, lending institutions and persons to release information they may have about me and release them from any liability and responsibility doing so. This authorization, in original or copy form, shall be valid for this and any future reports that may be requested. Further information may be available upon written request within a reasonable period of time.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated

Release of Information Authorization

Authorization to obtain Criminal, Credit/Litigation Report

In order to comply with the provision of Section 6.06 (A) of the Federal Fair Credit Reporting Act, I hereby authorize any individual, company or institution to release to Kaled Management Corp. and/or its representative any and all information that they have concerning any Criminal/Litigation activity.

I hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage what-so-ever incurred in furnishing such information.

Print Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

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

Social Security #: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

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

Social Security #: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Blossom Gardens Apartments Inc.**

**“WE UNDERSTAND AND ACKNOWLEDGE THAT BLOSSOM GARDENS APARTMENTS INC. NOT ALLOW ANY PETS AND AT NO TIME DURING OWNERSHIP/SUBLEASING OF THE APARTMENT WILL WE HARBOR ANY PETS IN THE APARTMENT.”**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

State: of New York

County:

Notary \_\_\_\_\_

# APARTMENT CORPORATION

## DISCLOSURE OF INFORMATION STATEMENT CONCERNING LEAD-BASED PAINT

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PREMISES: \_\_\_\_\_

APARTMENT: \_\_\_\_\_

SELLER: \_\_\_\_\_

PURCHASER: \_\_\_\_\_

BROKER: \_\_\_\_\_

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**3. PURCHASER'S ACKNOWLEDGEMENT (Each Purchaser must initial)**

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(iii) \_\_\_\_\_ Purchaser is satisfied with the condition of the Apartment and the Premises and waives any further right or opportunity to conduct any further risk assessment or inspection of the Apartment and the premises for the presence of lead-based paint and/or lead-based paint hazards.

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(i) \_\_\_\_\_ Agent has informed the Apartment Corporation of its obligations under 42 U.S.C. Section 4852d and is aware of his/her responsibility to ensure compliance.

**5. CERTIFICATION OF ACCURACY**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate

\_\_\_\_\_  
SELLER

Date: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
PURCHASER

Date: \_\_\_\_\_

\_\_\_\_\_  
PURCHASER

Date: \_\_\_\_\_

**ALL PARTIES MUST SIGN\*\*ALL PARTIES MUST SIGN\*\*ALL PARTIES MUST SIGN**

**Re:** \_\_\_\_\_

**Seller:** \_\_\_\_\_

**Purchasers:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The purchaser hereby acknowledges that he/she is purchasing a residential unit and that it is not to be used in the performance of business of any type.

The purchaser also acknowledges that he/she is not to use the apartment for short-term rentals. It is agreed that any subletting shall be done in full accordance with the terms of the by-laws and co-op regulations by contacting management office and submitting proper paperwork, etc.

The purchaser further acknowledges that there will be no **partitioning** of the apartment for the purpose of rental of rooms/beds, etc.

The purchaser acknowledges that if he does not comply with the above, that any expense associated with ensuing litigation with regard to the above shall be at the purchaser's sole expense and that the co-op may move to cancel purchaser's shares in the event of such default.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

**ACKNOWLEDGEMENT**

PREMISES: \_\_\_\_\_

APARTMENT: \_\_\_\_\_

SELLER: \_\_\_\_\_

PURCHASER: \_\_\_\_\_

DATE: \_\_\_\_\_

The purchaser hereby acknowledges that he/she shall **obtain and maintain** a homeowner's **insurance policy** including any improvements and betterments, issued by a reputable insurance company licensed to do business in the State of New York prior to the closing of sale on the above referenced unit. The terms of the above mentioned homeowner's insurance policy shall require the following:

- Insurance coverage for the replacement value of the contents of the apartment and liability coverage.
- The purchaser further acknowledges that he/she shall deliver a copy of the original paid receipt and binder indicating the above insurance coverage by the date of closing.
- It is further acknowledged that the managing agent will adjourn the closing and charge the purchasers an appropriate adjournment fee if the within guidelines are not followed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

**ACKNOWLEDGEMENT**

**WINDOW GUARDS REQUIRED**

**NOTICE TO OWNER**

**You are required by law** to have window guards installed if child 10 years of age or younger live in your apartment.

**Your landlord is required by law** to install window guards in your apartment:

- If you **ask** him to put in window guards at any time (you need not give reason)
- If a child 10 years of age or younger lives in your apartment

**It is a violation of law** to refuse, interfere with installation, or remove window guards where required.

**CHECK ONE:**

- CHILDREN 10 YEARS OF AGE  
OR YOUNGER LIVE IN MY APARTMENT
- NO CHILDREN 10 YEARS OF AGE OR  
YOUNGER LIVE IN MY APARTMENT
- I WANT WINDOW GUARDS EVEN  
THOUGH I HAVE NO CHILDREN  
10 YEARS OF AGE OR YOUNGER

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**Purchaser (PRINT)**

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**Purchaser(SIGNATURE)**

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**Purchaser (SIGNATURE)**

**FOR FURTHER INFORMATION CALL:**

Window Falls Prevention Program  
New York City Department Of Health  
125 Worth Street, Room 222A  
New York, N.Y. 10013  
(212) 566-8082



Date: November 30, 2009

To: All Blossom Gardens Apartments Shareholders

Fm: Board of Directors

Re: Parking Space Transfers

In consideration of your concerns that were expressed at the annual meeting last month regarding access to parking spaces, the Board of Directors has decided to change its policy and have come up with what they feel is the most fair and equitable solution to the problem. The Board's decision took into consideration that some of the shareholders who now having parking paid a considerable amount more for their apartments when they purchased, because the space would be transferable to them.

The present policy is:

A shareholder may transfer his parking privileges to his purchaser as long as the purchaser is going to reside in the apartment.

The new policy is:

**Effective January 1, 2010**, anyone who currently has a space and sells their apartment (to someone who is going to live in the apartment) will be allowed to transfer the space to their purchaser. However, that purchaser ***will not be allowed*** to transfer the space when they sell. At that time, the space must be surrendered to the co-op for reassignment to the next person on the waiting list. Any newly assigned parking spaces to a shareholder after January 1, 2010 will be returned to the co-op for reassignment when that shareholder sells his apartment.

## HOUSE RULES

- (1) The public halls and stairways of the Building shall not be obstructed or used for any purpose other than ingress to and egress from the Apartments in the Building, and the fire towers shall not be obstructed in any way.
- (2) No patient of any doctor who has offices in the Building shall be permitted to wait in the lobby.
- (3) Children shall not play in the public halls, courts, stairways, fire towers or elevators (if any) and shall not be permitted on the roof unless accompanied by a responsible adult.
- (4) No public hall above the ground floor of the Building shall be decorated or furnished by any Lessee in any manner without the prior consent of all of the Lessees to whose Apartments such hall serves as a means of ingress and egress; in the event of disagreement among such Lessees, the Board of Directors shall decide.
- (5) No Lessee shall make or permit any disturbing noises in the Building or do or permit anything to be done therein which will interfere with the rights, comfort or convenience of other Lessees. No Lessee shall play upon or suffer to be played upon any musical instrument or permit to be operated a phonograph or a radio or television loud speaker in such Lessee's Apartment between the hours of eleven o'clock p.m. and the following eight o'clock a.m. if the same shall disturb or annoy other occupants of the Building. No construction or repair work or other installation involving noise shall be conducted in any Apartment except on weekdays (not including legal holidays) and only between the hours of 8:30 a.m. and 5:00 p.m.
- (6) No article shall be placed in the halls or on the staircase landings or fire towers, nor shall anything be hung or shaken from the doors, windows, terraces or balconies or placed upon the window sills of the Building.
- (7) No awnings, window air-conditioning units or ventilators shall be used in or about the Building except such as shall have been expressly approved by the Lessor or the managing agent, nor shall anything be projected out of any window of the Building without similar approval.
- (8) No sign, notice, advertisement or illumination shall be inscribed or exposed on or at any window or other part of the Building, except such as shall have been approved in writing by the Lessor or the managing agent.
- (9) No velocipedes, bicycles, scooters or similar vehicles shall be allowed in a passenger elevator (if any) and baby carriages and the abovementioned vehicles shall not be allowed to stand in the public halls, passageways, areas or courts of the Building.
- (10) Messengers and tradespeople shall use such means of ingress and egress as shall be designated by the Lessor.

- (11) Kitchen supplies, market goods and packages of every kind are to be delivered only at the service entrance of the Building and through the service elevator to the Apartments (if any) when such elevator is in operation.
- (12) Trunks and heavy baggage shall be taken in or out of the Building through the service entrance.
- (13) Garbage and refuse from the apartments shall be disposed of only at such times and in such manner as the superintendent or the managing agent of the Building may direct.
- (14) Water closets and other water apparatus in the building shall not be used for any purposes other than those for which they were constructed, nor shall any sweepings, rubbish, rags or any other article be thrown into the water closets. The cost of repairing any damage resulting from misuse of any water closets or other apparatus shall be paid for by the Lessee in whose Apartment it shall have been caused.
- (15) No Lessee shall send any employee of the Lessor out of the Building on any private business of a Lessee.
- (16) No bird or animal shall be kept or harbored in the Building unless the same in each instance be expressly permitted in writing by the Lessor; such permission shall be revocable by the Lessor. In no event shall dogs be permitted on elevators or in any of the public portions of the Building unless carried on leash. No pigeons or other birds or animals shall be fed from the window sills, terraces, balconies or in the yard, court spaces or other public portions of the Building, or on the sidewalks or street adjacent to the Building.
- (17) No radio or television aerial shall be attached to or hung from the exterior of the Building without the prior written approval of the Lessor or the managing agent.
- (18) No vehicle belonging to a Lessee or to a member of the family or guest, subtenant or employees of a Lessee shall be parked in such manner as to impede or prevent ready access to any entrance of the Building by another vehicle.
- (19) The Lessee shall use the available laundry facilities only upon such days and during such hours as may be designated by the Lessor or the managing agent.
- (20) The Lessor shall have the right from time to time to curtail or relocate any space devoted to storage or laundry purposes.
- (21) Unless expressly authorized by the Board of Directors in each case, the floors of each Apartment must be covered with rugs or carpeting or equally effective noise-reducing material, to the extent of at least eighty (80%) percent of the floor area of each room excepting only kitchens, pantries, bathrooms, maid's rooms, closets and foyer.
- (22) No group tour or exhibition of any Apartment or its contents shall be conducted, nor shall any auction sale be held in any Apartment without the consent of the Lessor or its managing agent.

(23) The Lessee shall keep the windows of the Apartment clean. In case of refusal or neglect of the Lessee during ten (10) days after notice in writing from the Lessor or the managing agent to clean the windows, such cleaning may be done by the Lessor, which shall have the right, by its officers or authorized agents, to enter the Apartment for the purpose and to charge the cost of such cleaning to the Lessee.

(24) The passenger and service elevators (if any), unless of automatic type and intended for operation by a passenger, shall be operated only by employees of the Lessor, and there shall be no interference whatever with the same by Lessees or members of their families or their guests, employees or subtenants.

(25) Complaints regarding the service of the Building shall be made in writing to the managing agent of the Lessor.

(26) Any consent or approval given under these House Rules by the Lessor shall be revocable at any time.

(27) If there be a garage in the Building, the Lessee will abide by all arrangements made by the Lessor with the garage operator with regard to the garage and the driveways thereto.

(28) The following rules shall be observed with respect to incinerator equipment (if any):

- (i) All wet debris is to be securely wrapped or bagged in small package size to fit easily into the hopper panel.
- (ii) Debris should be completely drip-free before it leaves the Apartment and carried to the incinerator closet in a careful manner and in a drip-proof container; then placed into the flue hopper so it will drop into the flue or disposal.
- (iii) No bottles or cans shall be dropped down the flue before 10:00 a.m. or after 5:00 p.m., but shall be left in a neat manner in service elevator area, if such items must be disposed of before 10:00 a.m. or after 5:00 p.m.
- (iv) Cartons, boxes, crates, sticks of wood or other solid matter shall not be stuffed into hopper opening. Small items of this nature may be left in a neat manner on the incinerator closet floor. Bulky items should be left at service elevator area between 10:00 a.m. and 6:00 p.m. and service employee summoned to dispose of them by way of the service elevator.
- (v) Under no circumstances should carpet sweepings containing naphthalene, camphor balls or flakes, floor scrapings, plastic wrappings or covers, oil soaked rags, empty paint or aerosol cans or any other inflammable, explosive, highly combustible substances or lighted cigarettes or cigar stubs be thrown into the incinerator flue.
- (vi) Vacuum cleaner bags must never be emptied into the flue. Such dust, dirt, etc. should be wrapped in a securely tied bag or package and then be placed through hopper door panel into flue.

(vii) The superintendent shall be notified of any drippings, or moist refuse, appearing on incinerator closet floor and corridors.

(29) No Lessee shall install any plantings on the terrace, balcony or roof without the prior written approval of the Lessor. Plantings shall be contained in boxes of wood lined with metal or other material impervious to dampness and standing on supports at least two inches from the terrace, balcony or roof surface, and if adjoining a wall, at least three inches from such wall. Suitable weep holes shall be provided in the boxes to draw off water. In special locations, such as a corner abutting a parapet wall, plantings may be contained in masonry or hollow tile walls which shall be at least three inches from the parapet and flashing, with the floor of drainage tiles and suitable weep holes at the sides to draw off water. It shall be the responsibility of the Lessee to maintain the containers in good condition, and the drainage tiles and weep holes in operating condition.

(30) The agents of the Lessor, and any contractor or workman authorized by the Lessor, may enter any Apartment at any reasonable hour of the day for the purpose of inspecting such Apartment to ascertain whether measures are necessary or desirable to control or exterminate any vermin, insects or other pests and for the purpose of taking such measures as may be necessary to control or exterminate any such vermin, insects or other pests. If the Lessor takes measures to control or exterminate carpet beetles, the cost thereof shall be payable by the Lessee, as additional rent.

(31) These House Rules may be added to, amended or repealed at any time by resolution of the Board of Directors of the Lessor.

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