

CORPORATE OFFICE
7001 BRUSH HOLLOW ROAD
SUITE 200
WESTBURY, NY 11590
TEL: (516) 876-4800
FAX: (516) 876-6812

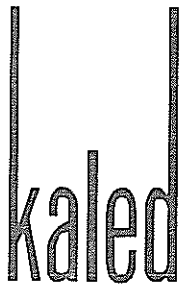
WWW.KALED.COM

ASSET MANAGEMENT
757 THIRD AVENUE
SUITE 2028
NEW YORK, NY 10017
(212) 376-5508

EMAIL: INFO@KALED.COM

OPEN HOUSE REQUEST FORM

Name of the Owner:
Property Address: 100-25 Queens Blvd., Forest Hills, NY 11375
Unit Number: Unit
Date and Time of Open House:
Requestor's Name:
Additional Request:
Real Estate Company:
Realtor's Name:
Management approved by:



management corp.

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To: All Unit Owners of The Park Manor Condominium
From: Management & The Board of Managers of The Park Manor Condominium

Dear Unit Owners:

At the Board of Managers meeting held on Monday, November 27, 2006, the Board voted to amend the House Rules. Please attach this memo to your current House Rules:

House Rules - Amendments dated 11/27/2006

- A) All renovation requests **must include an estimated completion date, which time of completion cannot exceed sixty days**. If no date is included in the renovation package presented to the Board, no approval will be given.
- B) The Condominium will **NOT** approve any form of conjoining of apartments; This form of renovation is now **EXPRESSLY PROHIBITED**.
- C) The Condominium will **not allow Public Open Houses** for sale of apartments. However, Private Open Houses will be allowed with prior approval of the Board or Management. Private Open Houses will be allowed only during the working hours of the Doormen on Mondays through Fridays. On Saturdays and Sundays, Private Open Houses will be allowed during the hours of 3PM - 7PM. **No leaflets, posters, sidewalk signs, etc.**, will be allowed outside the building or in any of common areas of the building. It is the responsibility of the Unit Owner to inform the realtor of the Condominium rules regarding Open Houses.

If you should have any questions regarding these House Rule changes, please feel free to contact the management office at 516-876-4800. Thank you in advance for your cooperation in this matter.

Sincerely,

The Park Manor Condominium
Board of Managers

Updated: 1/8/10