

SUBLET APPLICATION
DELANO TENANTS CORP.
99-15 66th Avenue
Rego Park, NY 11374

Contact Information:

Ms. Susan Rubin
Transfer Agent
Kaled Management Corp.
7001 Brush Hollow Road Ste: 200
Westbury, NY 11590

(516) 876-4800 x313
Susan @Kaled.com
Fax 516-780-8313

Bldg. # 324

4/2023



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
TEL: (212) 376-5508

EMAIL: INFO@KALED.COM

IMPORTANT INFORMATION REGARDING YOUR SOCIAL SECURITY NUMBER

PROTECTING YOUR PRIVACY

In order to protect your privacy please remove/blackout your social security number from each financial institution document inserted into the application.

- Financial condition (net worth)
- Tax returns
- Personal loans
- Bank statements
 - IRA
 - CD'S
 - Savings

The Credit Agency Authorization Form AND Criminal Background Check Forms in the application are the only form that requires your Social Security number. These two forms containing your Social Security number will be shredded in our office as soon as we submit the information to the Agency used to obtain your reports.

If you have any questions please contact the Management Office.

**ALL SOCIAL SECURITY NUMBERS SHOULD BE REMOVED/BLOCKED
OUT FROM TAX RETURNS AND ANY OTHER DOCUMENTS.**

DELANO TENANTS CORP.

99-15 66TH AVENUE
REGO PARK, NY 11374

SUBLET APPLICATION

Dear Shareholder,

In order to process the subletting of your apartment, we require the prospective subtenant to submit the following information:

1. Sub-Lease Application and Assets and Liabilities statement.
2. Copy of Executed Sublease Agreement; (not to exceed one (1) year).
3. Signed receipt of House Rules
4. Copy of W-2 forms for prior two (2) years along with 1040 tax returns (remove Social security #
5. Letter from employer indicating length of employment/salary.
6. One (1) personal letter of reference.
7. Two Months bank statements.
8. Landlord reference letter
9. A signed Window Guard Rider must be submitted when children ten (10) years of age or younger reside in the apartment.
10. Shareholder Sublet Charge \$150.00 billed monthly on maintenance statement.
11. Lead paint acknowledgement, SIGNED AND INITIALED by both parties. **Application will be returned if this is not completed correctly.**
12. Smoke and carbon monoxide affidavit signed and notarized
13. Credit/criminal Authorization signed and dated
14. Sprinkler disclosure

Please Note:

REQUIRED FEES: (All fees must be made by Certified Check or Money Order)

- * Enclose a check in the amount of **\$600.00 payable to Kaled Management Corp.** for administration fee. (Applicant)
- * Credit Check Fee **\$150.00 per applicant payable to Kaled Management Corp.**
- * Move-in/out fee in the amount of **\$300.00 payable to Delano Tenants Corp.** This fee is refundable if there are no damages during the move in/out and no rules are broken.
- * Submit completed packages to: ***Ms. Susan Rubin Kaled Management, 7001 Brush Hollow Road, Westbury, NY 11590.***
- * All proposed sub-tenants are subject to Board interview and approval. The Board will contact the prospective sub-tenant for interview upon receipt of an acceptable credit check.
- * Any package not submitted in their entirety will be returned. One (1) collated copy and one (1) original Total Two (2). You must allow at least three (3) weeks for processing of the application.
- * Additional information might be required
- * ***Please remove your social security number from all documents except credit check authorization.***
- * All prospective Purchasers and everyone living in the apartment are subject to application review and Board interview and approval. Kaled Management Corp. will contact the prospective purchaser for interview upon receipt of an acceptable credit check and application review. Should a prospective subtenants wish to have an interpreter present at board interview, the Board welcomes such additional individual.
- * Remove your social security numbers from all documents except credit check authorization.
- * Only put the credit authorization in the original package.
- * Remove your birthdate from all documents except on the original credit check.
- * Remove all bank and credit card numbers from all documents.
- * Incomplete application packages will be returned to the buyer or broker.

While the Board of Directors will attempt to promptly review all applications, the Corporation, the Board of Directors and its Agents assume no responsibility for expenses or liabilities resulting from any delays in its review.

SUB-LEASE APPLICATION

Application is herewith submitted for the sub-lease and for the right of residency at **Delano Tenants Corp.** Apt. # _____.

Applicant: _____

Address: _____

Telephone Numbers - Home: (____) _____ **Work:** (____) _____

Social Security Number (Last 4 Digits): _____

Present Amount of Monthly Rent: _____

Name of Landlord: _____

Length of Residency: _____

Reason for Leaving: _____

Co-Applicant (if applicable): _____

Address: _____

Telephone Numbers - Home: (____) _____ **Work:** (____) _____

Co – Applicant Social Security Number (Last 4 Digits): _____

Present Amount of Monthly Rent: _____

Name of Landlord: _____

Length of Residency: _____

Reason for Leaving: _____

Number of Persons to Reside in Apartment: _____

Name:	Relationship:	Age:	Occupation:
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_____	_____	_____	_____
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How did you learn of the Co-op? _____

Do you have any pets? No _____

Yes _____ Describe _____

Employment of Applicant:

Applicant: _____

Employer's Name: _____

Address: _____

Telephone Number: () _____

Occupation: _____ Title: _____

Length of Employment: _____ Salary: _____

Bank Address (Savings): _____

Account Number(s): Savings _____

Bank Address (Checking): _____

Account Number(s): Checking _____

Employment of Co-Applicant:

Applicant: _____

Employer's Name: _____

Address: _____

Telephone Number: () _____

Occupation: _____ Title: _____

Length of Employment: _____ Salary: _____

Bank Address (Savings): _____

Account Savings _____

Bank Address (Checking): _____

Account Checking _____

I declare that I have examined this application and to the best of my knowledge, it is true, correct and complete.
I acknowledge receipt, read and agree to adhere to the House Rules of **Delano Tenants Corp.**

Signature of Applicant: _____

Date: _____

Signature of Co-Applicant: _____

Date: _____

YEARLY INCOME AND EXPENSE STATEMENT

Applicant's Name _____

INCOME		EXPENSES	
Salary (or earned income)	\$	Mortgage Payments	\$
Bonus and Commissions		Real Estate Taxes	
Real Estate Income (Net)		Rent/Co-op/Condo Maintenance	
Share of partnership income (loss)		Loan or Note Payments	
Business Income (Net) Sole Proprietorship		Auto Loan/Lease Payments	
Dividends		Insurance Premiums	
Interest		Tuition Expenses	
Pension (IRA, Keogh)		Charitable Contributions	
Social Security		Medical (unreimbursed)	
Investments (describe)		Alimony, Child Support, maint.	
		Living Expenses (food, clothing, utilities, etc.)	
Other Income (itemize)		Credit Card Payments	
		Investment Expenses	
		Pension (IRA, Keogh)	
		Other Expenses (itemize)	
TOTAL INCOME	\$	TOTAL EXPENSES	\$

List any unsatisfied judgments or legal actions pending against you and the amounts involved _____

Have you ever gone through bankruptcy or other insolvency proceedings? _____

Date _____

Signature of Applicant

Signature of Applicant

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)		Notes Payable	
Down payment on contract (if paid)		Mortgages payable	
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	
Real Estate Owned		Outstanding Credit Card Balances	
Vested Interest in Retirement Fund (include IRAs and 401Ks)		Other Liabilities (itemize)	
Automobile (make and year)			
Loans and Notes Receivable			
Personal Property and Furniture			
Other Assets (itemize)			
TOTAL ASSETS		TOTAL LIABILITIES	
		NET WORTH (excess of assets over liabilities)	
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 - LOANS

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

Name of Bank	Account No.	Balance
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Total - Amount must match amount stated under Assets		\$

SCHEDULE F - SECURITIES (STOCKS AND BONDS)

Name of Institution	Account No.	Balance
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Total - Amount must match amount stated under Assets		\$

SCHEDULE G - RETIREMENT FUNDS - IRAs AND 401Ks

Name of Institution	Account No.	Balance
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Total - Amount must match amount stated under Securities		\$

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Are there any principal payments, interest or taxes in arrears? _____

Are there any any unrecorded assignments? _____

SCHEDULE H - LIFE INSURANCE

Face Amount	Policy A	Policy B	Policy C		

Company Name

Beneficiary

Type of Policy

Cash Value

Loans against Policy

The undersigned has filled out all the information sheeets and understand that this information is essential in considering the applicationand that Kaled Management Corp. is authorized to verify any and all references and information submitted by the applicant.

Signature of Applicant

Broker:

Signature of Applicant

Re: Sublet/Sale of Apartment # _____ Address: _____

CREDIT CHECK AUTHORIZATION

Name: _____

Date of Birth: _____

Social Security Number: _____

Home Address:
(Last seven years): _____

.....

In connection with my purchase/sublet of property, I authorize the procurement of a credit report on 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

Applicants' Release

Re: Building Address: _____

Apartment # _____

The undersigned applicant(s) is (are) submitting an application to purchase/sublease the above referenced apartment.

Applicant has submitted payment for certain fees including but not limited to fees to check applicants' credit and to process this application.

Applicant acknowledges that the application to purchase/sublet the apartment may or may not be approved by the Board of Directors of the Cooperative Corporation owning the building in its sole discretion and that if the application is approved or not approved certain costs and expenses will be incurred and the fees described above will not be refunded to the applicants.

The applicant(s) releases both the cooperative corporation and Kaled Management Corp. the managing agent from any liability for the return of these funds incurred in processing the application, and agrees that in the event the applicant seeks recovery of such fees, the applicants shall be liable for all cost and expenses (including attorney's fees) incurred by the cooperative, transfer agent and/or managing agent.

Applicant _____

Applicant _____

Date: _____

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 whatsoever 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: _____

RESIDENTIAL LEASE ADDENDUM #1
Disclosure of Information on Lead-Based Paint and/or
Lead-Based Paint Hazards

Lease Warning Statement

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health 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 approval pamphlet on lead poisoning prevention.

Lessors' Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (Check (i) or (ii) below):

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

(ii) _____ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the lessor (Check (i) or (ii) below):

(i) _____ Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below)

(ii) _____ Lessor has no reports or records pertaining to lead-based paint and/or leadbased paint hazards in the housing.

Lessee's Acknowledgment (initial)

(c) _____ Lessee has received copies of all information listed above.

(d) _____ Lessee has received the pamphlet *Protect your Family from Lead in Your Home*.

Agent's Acknowledgement (initial)

(e) _____ Agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

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.

Lessor Date

Lessor Date

Lessee Date

Lessee Date

Agent Date

Agent Date

[illegible]

_____ Street Address _____ Unit/Apt. _____
 _____ New York, _____, _____ (the "Premises")
 Borough Block Lot

<p>Name of Lessor _____</p> <p>Signature of Lessor _____</p> <p>Sworn to before me This ____ date of ____ 20__.</p>	<p>Name of Lessee _____</p> <p>Signature of Lessee _____</p> <p>Sworn to before me This ____ date of ____ 20__.</p>
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This Affidavit of Compliance with Carbon Monoxide/Smoke Detector Requirement is for informational purposes.

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

SUBTENANT (PRINT)

SUBTENANT (SIGNATURE)

SUBTENANT (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

THE REAL ESTATE BOARD OF NEW YORK, INC.
SPRINKLER DISCLOSURE LEASE RIDER

Pursuant to the New York State Real Property Law, Article 7, Section 231-a, effective December 3, 2014 all residential leases must contain a conspicuous notice as to the existence or non-existence of a Sprinkler System in the Leased Premises.

Name of tenant(s): _____

Lease Premises Address: _____

Apartment Number: _____ (the "Leased
Premises")

Date of Lease: _____

CHECK ONE:

1. ☐ There is NO Maintained and Operative Sprinkler System in the Leased Premises.
2. ☐ There is a Maintained and Operative Sprinkler System in the Leased Premises.
 - A. The last date on which the Sprinkler System was maintained and inspected was on _____.

A "Sprinkler System" is a system of piping and appurtenances designed and installed in accordance with generally accepted standards so that heat from a fire will automatically cause water to be discharged over the fire area to extinguish it or prevent its further spread (Executive Law of New York, Article 6-C, Section 155-a(5)).

Acknowledgment & Signatures:

I, the Tenant, have read the disclosure set forth above. I understand that this notice, as to the existence or non-existence of a Sprinkler System is being provided to me to help me make an informed decision about the Leased Premises in accordance with New York State Real Property Law Article 7, Section 231-a.

Tenant : Name: _____

Signature: _____ Date _____

Name: _____

Signature: _____ Date: _____

Owner Name: _____
Signature _____

Date _____

THE DELANO

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 or fire escapes and no one shall be permitted on the roof unless accompanied by a representative of the Lessor.
- (4) No public hall 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, and 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 escapes, nor shall anything be hung or shaken from the doors or windows, or placed upon the windowsills 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 all shall have been approved in writing by the lessor or the managing agent.

- (9) No velocipedes, bicycles, scooters or similar vehicles or baby carriages shall be allowed to stand in the public halls, passageways, common areas or courts of the building.
- (10) Messengers and trades people shall use such means of ingress and egress as shall be designated for general use.
- (11) Tenant shareholders may only park in assigned parking spaces or in spaces designated for general use.
- (12) Trunks and heavy baggage shall be taken in or out of the building through the service entrances.
- (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 lessor expressly permits the same in each instance in writing; such permission shall be revocable by the Lessor. In no event shall dogs be permitted in any of the public portions of the building unless carried or on leash.
- (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 employee 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) 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.
- (22) The lessee shall keep the windows of the apartment clean. In case of refusal or neglect of the lessee during 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.
- (23) Complaints regarding the service of the building shall be made in writing to the managing agent of the lessor.
- (24) Any consent or approval given under these House Rules by the lessor shall be revocable at any time.
- (25) No lessee shall install any plantings on any part of the 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 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 conditions, and the drainage tiles and weep holes in operating condition.
- (26) The agents of the lessor and any contractors 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.
- (27) Subject to the provisions of Paragraph 38(d) of the Proprietary Lease, these House Rules may be added to, amended, or repealed at any time by resolution of the Board of Directors of the Lessor.

RIDER, made this _____ day of _____, 20____, by
and between KALED MANAGEMENT CORP., Owner and
Tenant(s) relating to apartment number _____ at premises

The parties agree as follows:

28. PETS:

Tenant agrees not to keep a pet in the apartment at any time during the term of this lease. Tenant agrees that any breach of this provision by Tenant shall entitle Landlord at its option to notify Tenant in writing that any pet kept by the Tenant must be permanently removed from the apartment within five days from the date of such written notice and Tenant agrees to comply with such written notice. Landlord shall have the right to elect to terminate this lease and Tenant's possession of the apartment in the manner provided in this lease. Tenant also agrees that the Tenant will be held responsible for all damages resulting from any breach by the Tenant of the provisions of this rider.

29. CARPETING:

In reiteration of paragraph 27 (item 5) of this lease, Tenant hereby agrees to carpet 80% of the total floor area, except for the kitchen, bathroom floors, and closets. At the expiration of this lease Tenant shall at his/her own cost and expense remove any carpeting or floor covering, including all nails, tacks, or stripping which may be attached to the floor.

30. SECURITY DEPOSIT:

Supplementing the provisions of paragraph 5 of this lease regarding the security deposit, it is expressly understood and agreed that in no event shall such security deposit be construed as prepayment of any rent coming due under this lease. Tenants security deposit may not be used, in any circumstance as Tenant's last months rent.

31. SMOKE DETECTORS:

This apartment has a smoke detector and tenant agrees to maintain all smoke detectors in the apartment and replace the batteries as required. There is a one time charge of \$10.00 for said smoke alarm.

32. LATE FEES:

Any rents received by Landlord after the 10th day of the month in which said rents become due, will be subjected to a late charge of \$25.00. This charge shall be in addition to any rents or legal fees which may become due and payable pursuant to the provisions of this lease.

Tenant

Tenant

Landlord

Continuation of RIDER

33. MOVING:

Tenant agrees to provide Landlord with at least 60 days written notice prior to the expiration of the lease in the event that the Tenant does not desire to renew the term hereof. Tenant agrees that failure to provide such notice shall result in forfeiture of the Tenant's entire security deposit, without limitation to any of the Landlord's right and remedies.

Tenant agrees to arrange with the Superintendent or Management for the use of the elevator for the date that they will be moving in/out of the building.

In any plenary action to recover any rent, use and occupancy or other charges due under the lease or any extension or renewal thereof personal service of any summons and complaint is waived and service thereof by certified mail to the last known address of the undersigned shall be sufficient.

33 KEYS:

Supplementing the provisions of paragraph 27 (4), it is expressly understood and agreed that the Tenant shall furnish a copy of all apartment keys to the Landlord's agent for emergency and repair work. If the Tenant wishes to change or add additional lock(s) to the apartment door, Tenant must obtain permission from the Landlord, and in any case provide Landlord's agent with a duplicate key. Such new lock(s) shall become affixed to and shall form a part of the building and may not be removed when the Tenant vacates the apartment.

34. BOUNCED CHECKS:

Tenant agrees to pay a minimum charge of \$15.00 for all checks drawn on an account with insufficient funds or uncollected funds. Tenant agrees that after two checks are drawn from Tenants account with insufficient funds or uncollected, the Landlord will only accept rent by certified check or money order.

35 RENT:

Notwithstanding anything hereinabove to the contrary, upon tenant's failure to pay rent, a demand notice may be orally given or may be served pursuant to New York Real Property Law.

Tenant

Tenant

Landlord

Continuation of RIDER

36

RECYCLING:

Sorting and separating of refuse and trash:

A. Resident's duties. Resident agrees, at his sole cost and expense, to comply with all present and future laws, orders, and regulations of all state, federal, municipal and local governmental, departmental, commissions, and board regarding the collection, sorting, separation, and recycling of waste products, garbage, refuse, and trash. Resident shall sort and separate such items into categories as provided by law, and in accordance with the rules and regulations adopted by owner for the sorting and separating of such designated recyclable materials.

B. Owner's rights if resident fails to comply. Owner reserves the right, where permitted by law, to refuse to collect or accept from resident and waste products, garbage, refuse, or trash which is not separated and sorted as required by law, and to require resident to arrange for such collection, at resident's sole cost and expense, using a contractor satisfactory to owner.

C. Fine's and penalties; indemnification of owner. Resident shall pay all costs, expenses, fines, penalties, or damages imposed on owner or resident by reason of resident's failure to comply with paragraphs A and B above, and shall indemnify defend and hold owner harmless from and against any actions, claims, and suits arising from such noncompliance, using counsel reasonably satisfactory to owner, if owner so elects. Resident's noncompliance with paragraphs A, B, or C shall constitute a violation of a substantial obligation of the tenancy and owner's rules and regulations. Resident shall be liable to owner for any costs or expenses, including attorney's fees, of any action or proceeding by owner against resident, based upon resident's breach of paragraphs A, B, or C.

37

DAMAGES

Landlord shall not be liable for damage to the equipment or appliances supplied by Landlord, caused by Tenant's acts of negligence or misconduct. Tenant shall not receive any rent abatement or rent reduction for lack of services caused by tenant's own act of negligence or misconduct. Tenant shall be responsible for all acts or neglect of tenant's family, employees, guests, or invites.

1

Tenant

Tenant

Landlord

Delano Tenants Corp.

99-15 66th Avenue
Rego Park, NY 11374

July, 2018

Dear Shareholders/Residents:

Delano Tenants Corp. is hereby giving notice to all residents and shareholders of the Co-Op's smoking policy pursuant to New York City's newly enacted Local Law 147/2017 which policy is in accord with the existing NYC 2002 Smoke Free Air Act (the "Act"). This act was implemented due to the fact that the harmful effects of secondhand smoke caused by indoor smoking are simply too great to ignore.

Delano Tenants Corp. has been, and will continue to be, in compliance with the Act and be smoke-free in all enclosed areas except within a shareholder's actual dwelling unit and all common outdoor areas except as below. This means that there will be no carrying or use of a lit tobacco product, including e-cigarettes, hookahs and vaporizers (meaning any electronic device that provides a vapor of liquid nicotine and/or other substances to the user as he or she simulates smoking), in any indoor common spaces including but not limited to, porches, vestibules, laundry rooms, garages/parking lots, playgrounds and as may otherwise be prohibited by law. In addition, smoking shall be forbidden on any terraces within the apartments or within 100 feet of any entrance to the building that make up the cooperative.

- The Co-Op's smoking policy always has been, and will continue to be, applicable to all shareholder-tenants, subtenants, invitees of tenants, guests, and any other person on the premises including contractors, maintenance personnel and staff.
- In accordance with Local Law 147, in the event a shareholder shall sublease his/her unit, the shareholder must incorporate this smoking policy into any sublease. Any shareholder selling the shares appurtenant to their unit must incorporate this smoking policy into the contract of sale. The Co-Op notes that Local Law 147 provides for civil penalties levied by the Board of Health in the event these required disclosures are not complied with; specifically, Local Law 147 provides for civil penalties in the event of any violation as follows: First violation: \$200 to \$400; Second violation, if within 12-months of first violation: \$500 to \$1000; Third or subsequent violation, within 12-month period: \$1000 to \$2000
- The Board will be amending the Co-Op's House Rules to incorporate the Co-Op's smoking policy set forth above in accordance with local Law 147 and will distribute to all Shareholders a copy of the Amended House Rules as soon as same are available.

Thank you for your anticipated cooperation and compliance with the Co-Op's Local Law 147 smoking policy and NYC 2002 Smoke Free Air Act.

Very truly yours,
Board of Directors

RESOLUTION OF DELANO TENANTS CORP.

The undersigned hereby certifies that the following resolution was adopted by the Board of Directors of Delano Tenants Corp., by affirmative vote, at a Board meeting held on 6/26, 2014:

"It is hereby resolved that the length of time an apartment must be owner occupied prior to subletting is five (5) years."

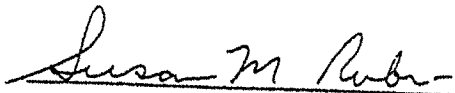
Delano Tenants Corp.

By: 

Isaac Fuchs, Board President

State of New York }
County of Queens }

On this 26 day of June, 2014 before me personally came Isaac Fuchs, to me known, who being duly sworn, did depose and say that he resides at 99-15 66th Avenue, Queens, NY 11374; that he is the President of Delano Tenants Corp., a New York Corporation, the corporation described in and which executed the foregoing resolution; that he knows the seal of said corporation and that the seal affixed to said instrument is such Corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he signed his name thereto by like order.


Notary Public

Susan M. Rubin
Notary Public, State of New York
No. 01RU5046858
Qualified in Suffolk County
Commission Expires July 17, 2015

NOTICE DISCLOSING TENANTS' RIGHTS TO REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

Reasonable Accommodations

The New York State Human Rights Law requires housing providers to make reasonable accommodations or modifications to a building or living space to meet the needs of people with disabilities. For example, if you have a physical, mental, or medical impairment, you can ask your housing provider to make the common areas of your building accessible, or to change certain policies to meet your needs.

To request a reasonable accommodation, you should contact your property manager by calling 516-876-4800, or by e-mailing info@kaled.com. You will need to show your housing provider that you have a disability or health problem that interferes with your use of housing, and that your request for accommodation may be necessary to provide you equal access and opportunity to use and enjoy your housing or the amenities and services normally offered by your housing provider.

If you believe that you have been denied a reasonable accommodation for your disability, or that you were denied housing or retaliated against because you requested a reasonable accommodation, you can file a complaint with the New York State Division of Human Rights as described at the end of this notice.

Specifically, if you have a physical, mental, or medical impairment, you can request:

- Permission to change the interior of your housing unit to make it accessible (however, you are required to pay for these modifications, and in the case of a rental your housing provider may require that you restore the unit to its original condition when you move out);
- Changes to your housing provider's rules, policies, practices, or services;
- Changes to common areas of the building so you have an equal opportunity to use the building. The New York State Human Rights Law requires housing providers to pay for reasonable modifications to common use areas.

Examples of reasonable modifications and accommodations that may be requested under the New York State Human Rights Law include:

- If you have a mobility impairment, your housing provider may be required to provide you with a ramp or other reasonable means to permit you to enter and exit the building.
- If your doctor provides documentation that having an animal will assist with your disability, you should be permitted to have the animal in your home despite a "no pet" rule.
- If you need grab bars in your bathroom, you can request permission to install them at your own expense. If your housing was built for first occupancy after March 13, 1991 and the walls need to be reinforced for grab bars, your housing provider must pay for that to be done.
- If you have an impairment that requires a parking space close to your unit, you can request your housing provider to provide you with that parking space, or place you at the top of a waiting list if no adjacent spot is available.
- If you have a visual impairment and require printed notices in an alternative format such as large print font, or need notices to be made available to you electronically, you can request that accommodation from your landlord.

Required Accessibility Standards

All buildings constructed for use after March 13, 1991, are required to meet the following standards:

- Public and common areas must be readily accessible to and usable by persons with disabilities;
- All doors must be sufficiently wide to allow passage by persons in wheelchairs; and
- All multi-family buildings must contain accessible passageways, fixtures, outlets, thermostats, bathrooms, and kitchens.

If you believe that your building does not meet the required accessibility standards, you can file a complaint with the New York State Division of Human Rights.

How to File a Complaint

A complaint must be filed with the Division within one year of the alleged discriminatory act. You can find more information on your rights, and on the procedures for filing a complaint, by going to www.dhr.ny.gov, or by calling 1-888-392-3644 with questions about your rights. You can obtain a complaint form on the website, or one can be e-mailed or mailed to you. You can also call or e-mail a Division regional office. The regional offices are listed on the website.



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NEW YORK CITY FIRE DEPARTMENT

**2022-2023 Fire and Emergency Preparedness Bulletin
For New York City Apartment Buildings**

APARTMENT BUILDING FIRE SAFETY

E-Bike Fire Safety (Fire Safety Hazards Associated with Powered Mobility Devices)



There have been over 140 e-bike and other lithium-ion structural fires in New York City in the first 10½ months of 2022 alone. Six persons died and 140 persons were injured in these fires. Apartments have been severely damaged.

**WHAT YOU NEED TO KNOW ABOUT E-BIKE FIRE SAFETY
(SEE NEXT PAGE)**

E-bikes, scooters, hoverboards and other mobility devices powered by lithium-ion batteries have become popular. Many people store and charge them in their apartments. However, the devices' lithium-ion batteries and chargers present serious fire safety hazards.

**Immediately stop charging your e-bike
and call 911 if you notice:**

- Fire or Smoke
- Battery overheating
- Change in battery shape or color
- Battery leaking
- Strange battery smell
- Battery making odd noises

Powered Mobility Device Fire Safety

BUY only e-bikes or other mobility devices that are **CERTIFIED** by nationally recognized testing laboratory. Look for symbols such as UL, ETL and CSA.

- **WHY?** The laboratories test these products to make sure they meet industry standards and are safe to operate under normal circumstances.

USE the original battery, power adapter and power cord supplied with the device, or a manufacturer-recommended and/or a testing laboratory-certified replacement.

- **NEVER** use unapproved batteries/chargers, even if they are much less expensive.
- **WHY?** Unapproved batteries or chargers may not be designed to work with an e-bike or e-bike battery.
- **RESULT:** An unapproved battery may overcharge, overheat and catch on fire.

PLUG the e-bike directly into an electrical wall outlet when charging.

- **NEVER** charge an e-bike or e-bike battery with an extension cord or power strip.
- **WHY?** Lithium-ion battery charging requires a lot of electrical current, more than most extension cords and power strips can handle.
- **RESULT:** The extension cord or power cord can overheat and cause a fire.

CHARGE your e-bike or other device in a safe facility, not in your apartment, if possible. Ask your building or employer if they can provide a safe charging and storage facility.

- **WHY?** Lithium-ion batteries store a lot of energy and when they overheat they release intense energy. Most apartments are unsprinklered and many furnishings and household items are highly combustible.
- **RESULT:** A fire in your apartment can be devastating.

MAKE SURE you have a way out of the apartment in the event of fire!

- **NEVER** charge your e-bike next to the apartment entrance door or any other place where it could prevent your escape.

MONITOR your e-bike or e-bike battery when it is being charged.

- **READ** the manufacturer's charging and storage instructions and follow them.
- **NEVER** charge the battery overnight or when you are not in the apartment.
- **NEVER** charge an e-bike or e-bike battery on or near your bed or couch, or close to drapes, papers or other combustible materials.