

# KYROUS REALTY GROUP, INC.

263 West 38<sup>th</sup> Street ♦ Suite 15E ♦ New York, NY 10018

Phone: 212.302.1500 ♦ Fax: 212.302.3855

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## The Metroplex Suites Condominium–Sublet Application and Required Documents

Please complete this Application and e-mail it to [carine@kyrousrealtygroup.com](mailto:carine@kyrousrealtygroup.com) with the information detailed below, including:

- This completed Condominium Apartment Sublet Application for each and all persons residing in the apartment with appropriate fees.
- Non-refundable Application Fee of \$600.00 USD, payable by cashiers or bank check or money order to Kyrous Realty Group Inc.
- A refundable Move-in Deposit in the amount of \$500.00, payable to The Metroplex Suites Condominium by cashiers or bank check or money order.
- Non-refundable Credit Check Fee of \$150.00 USD, payable by cashier's check or money order to Kyrous Realty Group Inc.
- Owner pays \$100.00 USD, payable by cashier's check or money order to Kyrous Realty Group Inc, for subletting.
- Completed and signed Credit & Criminal Credit Check Authorization for each prospective applicant.
- Fully executed Sublet Agreement. (Provided by applicant with Application)
- Employment verification letters, stating the position, salary, and length of employment of each prospective purchaser.
- Prospective applicant(s)' income tax returns for past two (2) years, including W-2s and 1099s.
- Prospective applicant(s)' checking, savings, and investment account statements for the past two (2) years
- Minimum of three (3) personal letters of reference for each prospective applicant.
- Minimum of three (3) professional letters of reference for each prospective applicant.
- Reference letter from the present landlord or managing agent of each prospective applicant.

### **APPLICATION PROCEDURES:**

Upon receipt of one (1) complete set of electronic (or PDF) version of the same documents, which must include this completed Application and all required documents, the Managing Agent will review and verify all documents before submitting them to the Board of Common Managers. The Board, upon review, decides whether to accept or reject any application, and notifies the Managing Agent accordingly.

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## IMPORTANT NOTICE

### *Please Read Carefully*

Kyrous Realty Group, Inc. realizes that this application contains sensitive personal information. We require the social security number for each applicant (and each other adult occupant of the apartment) on the authorization to obtain Credit Report Information (see Credit Report Release). This is the only place on the application requiring a social security number, but social security numbers may be contained on other documents that you are submitting (e.g. tax returns, contracts of sale). Before submitting these documents, please blacken out or otherwise obliterate the social security number as Kyrous Realty Group, Inc. cannot be responsible for the security of this information if it is included in these documents.

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## Applicant Information

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Name(s): \_\_\_\_\_

SS#: \_\_\_\_\_

\_\_\_\_\_

SS#: \_\_\_\_\_

Present

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

\_\_\_\_\_

Apartment to be occupied by:

Applicant(s)  Yes  No

Occupants \_\_\_\_\_

Years at this address: \_\_\_\_\_

Do you own your present residence?

Yes  No

Relationship \_\_\_\_\_

### CURRENT EMPLOYER INFORMATION:

Employer: \_\_\_\_\_

Business

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

Nature of Business: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Position: \_\_\_\_\_

### PREVIOUS EMPLOYER INFORMATION:

Employer: \_\_\_\_\_

Annual Salary: \$ \_\_\_\_\_

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

Business

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

Office Phone: \_\_\_\_\_

### SPOUSE'S EMPLOYER INFORMATION:

Employer: \_\_\_\_\_

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

Office Phone: \_\_\_\_\_

Business

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

Position: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Annual Salary: \$ \_\_\_\_\_

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

### BROKER INFORMATION:

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

### ATTORNEY INFORMATION:

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

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

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

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

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

*-continued*

Are there any outstanding judgments against you? Yes  No

If Yes, please explain: \_\_\_\_\_

Do you have any diplomatic immunity or other special status? Yes  No

If Yes, please explain: \_\_\_\_\_

Have you ever declared bankruptcy or are involved in a bankruptcy procedure? Yes  No

If Yes, please explain: \_\_\_\_\_

Names of all clubs and society memberships, fraternities and honorary societies to which applicant belongs:

Schools and colleges attended by husband, wife and children: \_\_\_\_\_

Names of all residents in the building known by the applicant: \_\_\_\_\_

Does applicant wish to maintain any pets in the apartment, and if so, please specify with full information:

Do you own or rent another residence, and if so, where? \_\_\_\_\_

**PERSONAL & BUSINESS REFERENCES**

PERSONAL REFERENCE#1:

PERSONAL REFERENCE#2:

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

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

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

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

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

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

Relationship: \_\_\_\_\_

Relationship: \_\_\_\_\_

BUSINESS REFERENCES

Person to verify Applicant's Employment or Applicant's Supervisor

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

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

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

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

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

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

FINANCIAL REFERENCES

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PERSONAL ACCOUNTS: CHECKING

Bank Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Bank Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

PERSONAL ACCOUNTS: CHARGE CARD#1

Account Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_

PERSONAL ACCOUNTS: CHARGE CARD#4

Account Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_

PERSONAL ACCOUNTS: CHARGE CARD#3

Account Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_

CLOSEST LIVING ADULT RELATIVE

*(Not intending to reside with Applicant)*

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_

BUSINESS ACCOUNTS: CHECKING

Bank Name: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Applicant Signature \_\_\_\_\_

PERSONAL ACCOUNTS: SAVINGS

EMERGENCY CONTACT INFORMATION

APPLICANT INFORMATION:

Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Residence Phone: \_\_\_\_\_

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The following is submitted as being a true and accurate statement of the financial condition of the undersigned on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Applicant Name

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

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

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

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

Attach additional pages if necessary.

ASSETS	Applicant	Co-Applicant	LIABILITIES	Applicant	Co-Applicant
Cash in banks			Notes Payable:		
Money Market Funds			To Banks		
Contract Deposit			To Relatives		
Investments: Bonds & Stocks <i>(See schedule)</i>			To Others		
Investment in Own Business			Installment Accounts Payable:		
Accounts and Notes Receivables			Automobile		
Real Estate Owned <i>(See schedule)</i>			Other		
Automobiles: Year: Make:			Other Accounts Payable		
Personal Property & Furniture			Mortgages Payable on Real Estate <i>(see schedule)</i>		
Life Insurance Cash Surrender Value			Unpaid Real Estate Taxes		
Retirement Funds/IRA			Unpaid Income Taxes		
401K			Chattel Mortgages		
KEOGH			Outstanding Credit Card Loans		
Profit Sharing/Pension Plan			Other Debts <i>(itemize)</i>		
Other Assets			<b>TOTAL LIABILITIES</b>		
<b>TOTAL ASSETS</b>			<b>NET WORTH</b>		
<b>COMBINED ASSETS</b>			<b>COMBINED NET WORTH</b>		

Sublet Application: THE METROPLEX SUITES CONDOMINIUM

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SOURCE OF INCOME	Applicant	Co-Applicant	CONTINGENT LIABILITIES	Applicant	Co-Applicant
Base Salary			Endorser or Co-maker on Notes		
Overtime Wages			Alimony Payments (Annual)		
\$Bonus & Commissions			Child Support		
\$Dividends and Interest Income			Defendant in any legal action?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other Income ( <i>itemize</i> )			Any unsatisfied judgments	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>TOTAL</b>			Ever filed for bankruptcy	Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>COMBINED TOTAL</b>			<b>Explain</b>		

PROJECTED COMBINED MONTHLY EXPENSES	Applicants
Maintenance	
Apartment Financing	
Other Mortgages	
Bank Loans	
Auto Loan	
<b>TOTAL</b>	

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## CREDIT REPORT RELEASE

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I (we) hereby authorize Kyrous Realty Group, Inc., on behalf of The Metroplex Suites Condominium., to request and receive any and all information from any credit bureaus, previous employers, law enforcement agencies, and references.

I (we) will hold harmless and/or release Kyrous Realty Group, Inc. and The Metroplex Suites Condominium, from any and all claims and liability which may arise now or in the future with regard to the obtaining or the releasing of the above stated information for the purpose of doing credit checks, and criminal activity checks.

Each Applicant and all adults who will reside in the Unit must complete Credit Report Release.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

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

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

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

Age: \_\_\_\_\_

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

Employer's Company Name \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

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

\*Duplicate for Additional Applicants



**THE METROPLEX SUITES CONDOMINIUM**  
**RULES AND REGULATIONS**  
**OF**  
**THE METROPLEX SUITES CONDOMINIUM**

1. Unit Owner Insurance.

a. Unit Owners must carry with a respectable insurance carrier, general liability insurance at their own cost and expense, with respect to any occurrences or activities taking place or arising from their Units, and each such policy shall name the Condominium and the Board of Managers (the "Board") as an "additional insured." The minimum limits of liability shall be a combined single limit with respect to each occurrence in an amount of not less than \$1,000,000.00 for injury (or death) and/or damage to property. Each policy shall contain a waiver by the Unit Owner's insurer of its right to claim by subrogation against the Condominium, the Board, members thereof or other Unit Owners, and shall provide that the liability of the carriers issuing insurance paid by the Condominium Board shall not be affected or diminished by reason of such insurance carried by the Unit Owner.

b. In addition to general liability insurance described in 1(a), above, Unit Owners conducting business/commercial activities in their units, as determined at the sole discretion of the Board, shall carry a policy of commercial general liability insurance, including contractual liability coverage, under which the insurance company waives subrogation against the Condominium, the Board or Unit Owners, and which shall name the Condominium and the Board as an additional insured. The Unit Owner agrees to indemnify and hold the Board harmless from and against all cost, expense and/or liability arising out of the business/commercial activities of the Unit Owner. The minimum limits of liability shall be a combined single limit with respect to each occurrence in an amount of not less than \$1,000,000.00 for injury (or death) and damage to property. Nothing herein contained shall be construed to grant Unit Owner the right to conduct business/commercial activities in the Unit, except as otherwise permitted under the By-laws, the Declaration or by law.

c. A current copy of each Unit Owners insurance policy shall be maintained by the Unit Owner at all times and a copy shall be available to the managing agent upon request.

2. Leases of Unit.

When a Unit is occupied by any person or persons other than the Unit Owner, and in the Unit Owner's absence, the board shall determine whether such occupancy falls under the purview of the "Lease of Unit" clause of these By-laws. A Unit Owner may lease said Owner's Unit, only in accordance with the provisions of the Condominium's By-laws and Declaration, and the following additional provisions:

a. Any Unit Owner who receives a bona fide offer for a lease of said Owner's Unit which said Owner intends to accept, shall give notice to the Board of such offer and such intention by written notice which shall contain all the information reasonably requested by the Board, including, without limitation, name and address of the proposed lessee, the terms of the proposed lease, personal and business references, a credit report and other financial information respecting the proposed tenant. The Board, through its managing agent, may from time to time prescribe a form upon which the aforementioned information shall be listed.

b. All Leases shall be for a term of no less than twelve (12) consecutive months.

c. Any lease shall be consistent with and shall be deemed to incorporate by reference these Rules and Regulations and shall provide that the tenant shall not sublet the Unit, or any part thereof, and that the Board shall have the power to terminate such lease and/or to bring summary proceedings to evict the tenant. The form of any such lease for a Unit shall be provided by the Condominium.

d. Any purported lease of a Unit in violation of these Rules and Regulations shall be voidable at the election of the Board, and if the Board shall so elect, the Unit Owner shall be deemed to have authorized and empowered the Board to institute legal proceedings to eject or evict the purported tenant in the name of the Unit Owner as the purported landlord. The Unit Owner shall be obligated to reimburse the Condominium Board for all expenses (including without limitation attorneys' fees and disbursements) incurred in connection with such proceedings.

e. Tenants must carry, at their own expense, general liability insurance with respect to occurrences in their Units and each such policy shall name the Condominium Board as agent for the tenants as an additional insured. The minimum limits of liability shall be a combined single limit with respect to each occurrence in an amount of not less than \$500,000.00 for injury (or death) and damage to property. Each policy shall contain a waiver by the insurer of the right to claim by subrogation against the Condominium, the Board of Managers (the "Board"), members thereof and other Unit Owners/residents, and shall provide that the liability of the carriers issuing insurance paid by the Condominium Board shall not be affected or diminished by reason of such insurance carried by the tenant.

3. Move-In/Move-Out Deposit.

a. A move-in or move-out deposit of Five Hundred (\$500.00) Dollars shall be payable by the Unit Owner or an occupant to the Condominium prior to making arrangements for major deliveries or moving into or out of a Unit. A determination as to what constitutes a "major delivery" or a move-in or a move-out shall be at the sole discretion of the Board. This deposit shall be returned in full after an inspection of the common areas and other Units reveal that no damage has occurred.

b. Any Unit Owner or an occupant moving into or out of the Building or making or accepting a major delivery, must first notify the Board or Managing Agent at least seven (7) days

in advance of the date and the approximate time of moving. No moves shall be made without prior written consent of the Condominium Board or Managing Agent and coordination of elevator time with the Superintendent.

c. All Moves or major deliveries shall take place during the hours of 9:00 a.m. through 5:00 p.m., Monday through Friday. Moving is prohibited on weekends and/or national holidays.

d. If damage occurs to the Common Areas or to another Unit from moving or deliveries, the Unit Owner will be personally liable to the Condominium for the cost of repair plus One Hundred and Fifty (\$150.00) Dollars.

e. An insurance certificate naming "The Metroplex Suites Condominium" and management Company as additionally insured is required if a professional licensed moving company is performing the move in or out of the Condominium.

f. It is the responsibility of the parties moving into or out of the building to remove from the premises all wrapping, packing, cartons and any other discarded material resulting from the move, and properly dispose of said refuse. Refuse is not to be left in the compactor rooms.

4. Penalty.

The Condominium Board, at its sole discretion, may assess a penalty of up to Five Hundred (\$500.00) Dollars on any Unit Owner for each instance that such Unit Owner breaches any of these Rules and Regulations. The failure of the Condominium Board to impose a penalty for any infraction of these Rules and Regulations shall not constitute a waiver of its right to impose a penalty for future infractions.

5. Parties and Gatherings.

No Unit Owner shall make or permit any disturbing noises or nuisances in the Building or do or permit anything to be done therein, which will interfere with the rights, comfort or convenience of other Unit Owners. Unit Owners must give written notice to the Condominium Board five (5) days prior to having a party or gathering in a Unit that will involve greater than twenty-five (25) individuals. Common Areas of the Building may not be used by any Unit Owners for such parties/gatherings without the written permission of the Condominium Board. The use of Common Areas shall strictly comply with any other rules and regulations imposed by the Board or the Managing Agent regulating the use of such common elements.

6. Fire Safety. All Unit Owners shall maintain a functioning smoke and carbon monoxide detector in their respective Units. No Unit Owner or any of his or her agents shall at any time bring into or keep in his or her Unit any inflammable, combustible or explosive fluid, material, chemical or substances, except as shall be necessary and appropriate for the permitted uses of such Unit.

7. Garbage. Garbage and refuse from the Units shall be disposed of only at such times and in such manner as the Superintendent or the Managing Agent may direct. The Superintendent shall be responsible for collecting garbage and refuse on all days except weekends. The Condominium Board reserves the right to fine any Unit Owner who improperly places out garbage, refuse, or other such articles inappropriately. Nothing shall be hung or shaken from any doors, windows, or roof terraces, or placed upon the windowsills, of the building, and no Unit Owner shall sweep or throw, or permit to be swept or thrown, any dirt, debris or other substance there from.

8. Right of Entry. If the Residential Unit Owner is not personally present to open and permit an entry to his Residential Unit at any time when an entry therein is necessary or permissible under these Rules and Regulations or under the By-Laws, and has not furnished a key to the Board or the Managing Agent, then the Board or Managing Agent or their agents (but, except In an emergency, only when specifically authorized by an officer of the Condominium or an officer of the Managing Agent) may forcibly enter such Unit without liability for damages or trespass by reason there of (if, during such entry, reasonable care is given to such residential Unit Owner's property).

9. Smoking. Smoking is prohibited in any part of the Common Areas of the Building, including but not limited to the hallways, staircases, landings, roof, and lobby.

10. Obstruction of Common Elements.

a. The sidewalks, entrances, passages, public halls, elevators, vestibules, corridors and stairways of or appurtenant to the Building shall not be obstructed or used for any purpose other than ingress to and egress from the Units. No vehicle belonging to a Unit Owner, to a Family Member of a Unit Owner, or to a guest, tenant, subtenant, licensee, invitee, employee, or agent of a Unit Owner shall be parked in such a manner as to impede or prevent ready access to any entrance to, or exit from, the building by another vehicle. No part of the roof or any exterior surface of the building may be utilized for drying or airing or hanging of clothes sheets, blankets, laundry, or other personal articles of any kind.

b. No article (including, but not limited to, garbage cans, bottles or mats) shall be placed or stored in any of the halls or on any of the staircases or fire tower landings of the Building, nor shall any fire exit thereof be obstructed in any manner.

c. No baby carriages, bicycles, scooters, or similar vehicles shall be allowed to stand in the public halls, passageways, or other public areas of the Building.

d. There shall be no playing or lounging in the entrances, passages, public halls, elevators, vestibules, corridors, or stairways, of the building, except in recreational areas or other areas or other areas designated as such in the Declaration or by the Board.

e. The Board or the Managing Agent may, from time to time, curtail or relocate any portion of the Common Elements devoted to storage, recreation, or service purposes in the Building.

11. Storage Room. Any storage room for Residential Unit Owners shall be used by all Residential Unit Owners, in common, only for the storage such articles as the Board, in its sole discretion, may determine. Supervision, management and control of the moving in, storing and removal of a Residential Unit Owner's property from the storage room are vested in the Board. The use of the storage rooms shall be at the sole risk of the Residential Unit Owner or other person using the same, and the Board, its agents, or the Managing Agent shall not be liable for any injury to person, loss by theft or otherwise, or damage to property, whether due to the negligence of the Board, its agents, the Managing Agent, or otherwise.

12. Fire Insurance. Nothing shall be done or kept in any Unit or in the Common Elements that will increase the rate of insurance of the Building, or the contents thereof, without the prior written consent of the Board. No Unit Owner shall permit anything to be done or kept in his Unit or in the Common Elements that will result in the cancellation of insurance on the Building or the contents thereof, or that would be in violation of any Law. No Unit Owner or any of his Family Members, agents, servants, employees, licensees, or visitors shall, at any time, bring into or keep in his Unit any inflammable, combustible, or explosive fluid, material, chemical, or substance, except as shall be necessary and appropriate for the permitted uses of such Unit.

13. Barbecuing. There shall be no barbecuing in the Units, or in the Common Elements, except for those areas (if any) specifically designated for barbecuing by the Board.

14. Objectionable Noise or Odors. No Unit Owner shall make, cause, or permit any unusual, disturbing, or objectionable noises or odors to be produced upon or to emanate from his Unit or permit anything to be done therein that will interfere with the rights, comforts, or conveniences of the other Unit Owners. No Unit Owner shall play upon or suffer to be played upon any musical instrument, or shall operate or permit to be operated a radio, television set, or other loudspeaker in such Unit Owner's Unit between 10:00 P.M. and the following 8:00 A.M., if the same shall disturb or annoy other occupants of the Building, and in no event shall any Unit Owner practice or suffer to be practiced either vocal or instrumental music between the hours of 10:00 P.M. and the following 8:00 A.M. No construction, repair work, or other installation involving noise shall be conducted in any Residential Unit except on weekdays (not including legal holidays) and only between the hours of 8:00 A.M. and 5:00 P.M., unless such construction or repair work is necessitated by an emergency.

15. Pets. No bird, reptile, or animal shall be permitted, raised, bred, kept, or harbored in the Units unless, in each instance, the Board or the Managing Agent shall have expressly permitted the same in writing. Such permission will not be unreasonably withheld at the time of application without cause. Any such consent, if given, shall be revocable at any time by the Board or the Managing Agent in their sole discretion. In no event shall any bird, reptile, or animal be permitted in any common areas of the building, or (except in transit to or from the building) to be or remain in any of the public portions of the Building, or on the sidewalk or street adjacent to the Building.

16. Use of Condominium Employee. No occupant of the building shall send any employee of the Condominium or of the Managing Agent out of the Building on any private business.
17. Public Use of Unit. No group tour or exhibition of any Residential Unit or its contents shall be conducted, nor shall any auction sale be held in any Residential Unit, without the consent of the Board or the Managing Agent in each instance. In the event that any Unit shall be used for home occupation or other permitted purposes in conformance with the Declaration and the By-Laws, no patients, clients, or other invitees shall be permitted to wait in any lobby, public hallway, or vestibule of the Building.
18. Floor Coverage. Unless expressly authorized by the Board in each instance, not less than eighty (80%) percent of the floor area of each Residential Unit (excepting only kitchens, pantries, bathrooms, closets and foyers) must be covered with rugs, carpeting, or equally effective noise-reducing material. If a formal complaint of noise is submitted to the board, the offending unit will be notified in writing by the management company. At that time, the unit owner will have 45 days to ensure compliance with the floor coverage policy. The unit will be inspected after 45 days or the Unit Owner can submit proof of compliance that is deemed acceptable by the board. Each month thereafter the unit owner does not comply, the unit will be fined \$ 75.00.
19. Window Guards. No window guards or other window decorations shall be used in or about any Residential Unit, except such as shall have been approved in writing by the Board or the Managing Agent, which approval shall not be unreasonably withheld or delayed. In no event, however, shall any exterior glass surface of any windows at the Property be colored or painted.
20. Ventilator or Air-Conditioner. No ventilator or air-conditioning device shall be installed in any Residential Unit without the prior written approval of the Board, which approval may be granted or refused in the sole discretion of the Board.
21. Signs. No radio or television aerial shall be attached to or hung from the exterior of the Building, and no sign, notice, advertisement, or illumination (including, without limitation, "For Sale," "For Lease," or "For Rent" signs) shall be inscribed or exposed on or at any window or other part of the Building, except such as are permitted pursuant to the terms of the Declaration and/or the By-Laws or shall have been approved in writing by the Board or the Managing Agent. Nothing shall be projected from any window of a Residential Unit without similar approval.
22. Electrical Equipment. All radio, television, or other electrical equipment of any kind or nature installed or used in each Unit shall fully comply with all rules, regulations, requirements, or recommendations of the New York Board of Fire Underwriters and the public authorities having jurisdiction, and the Unit Owner alone shall be liable for any damage or injury caused by any radio, television, or other electrical equipment.
23. Water Closets. Water closets and other water apparatus in the Building shall not be used for any purpose other than those for which they were designed, and no sweepings, rubbish, rags

or any other article shall be thrown into the same. Any damage resulting from misuse of any water closets or other apparatus in a Unit shall be repaired and paid for by the owner of such Unit.

24. Appearance and Upkeep. Each Unit Owner shall keep his Unit and its appurtenant Limited Common Elements in a good state of preservation, condition, repair and cleanliness in accordance with the terms of the By-Laws.

25. Access for Extermination and Inspection. The agents of the Board or the Managing Agent, and any contractor or workman authorized by the Board or the Managing Agent, may enter any room in the Building or Residential Unit at any reasonable hour of the day, on at least one day's prior notice to the Unit Owner, for the purpose of inspecting such Unit for the presence of 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; however, such entry, inspection and extermination shall be done in a reasonable manner so as not to unreasonably interfere with the use of such Unit for its permitted purposes.

26. Vehicle and Parking Rules. Vehicle owners and/or operators must exercise reasonable caution and care while operating their vehicles on Condominium property. This includes, but is not limited to, compliance with all applicable laws, statues and ordinances of the City and the State of New York and these Rules and Regulations. Operators must comply with all posted speed limits. No vehicle, including but not limited to passenger vehicles, trucks, sport utility vehicles, motorcycles, mopeds, mowers, cars, scooters, all terrain vehicles and other motorized equipment (collectively "Vehicle"), may be parked in any garage areas or upon the Common Elements unless the Vehicle has been registered with the Condominium in accordance with the polices and procedures established by the Board of Directors. No Vehicle belonging to an Owner, occupant or guest shall be parked in any manner as to impede or prevent full access to any fire lane, entrance, exit or parking space allocated to another Unit. No Vehicle shall be parked in such a manner that it prevents another Vehicle from entrance to or exit from parking areas or the Condominium property. No inoperable, unlicensed, unregistered, or abandoned Vehicle shall be parked or stored upon the Condominium property, Common or Limited Common Elements. No commercial vehicle, recreational vehicle boat or trailer may be parked on any Common or Limited Common Elements. No repair or maintenance of automobiles or other vehicles or boats may be undertaken on any of the Common or Limited Common Elements.

27. Modification and Consent to Rules. Any consent or approval given under these Rules and Regulations may be amended, modified, added to, or repealed at any time by resolution of the Board. Further, any such consent or approval may, in the discretion of the Board or the Managing Agent, be conditional in nature.

28. Written Notice. Complaints regarding the service of the Condominium shall be made in writing to the Board or to the Managing Agent.

I have read and understand the Condominium By-Laws and Amendments and agree to abide by all provisions contained there-in.

Unit # \_\_\_\_\_

Unit Owner \_\_\_\_\_

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

Unit Owner \_\_\_\_\_

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

Tenant \_\_\_\_\_

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

Tenant \_\_\_\_\_

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



KYROUS REALTY GROUP, INC.

263 West 38<sup>th</sup> Street ♦ Suite 15E ♦ New York, NY 10018

Phone: 212.302.1500 ♦ Fax: 212.302.3855

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The Metroplex Suites Condominium.- Letter to Board of Managers

The Board of Managers  
The Metroplex Suites Condominium  
99 Kingsland Avenue  
New York, NY 11222

Re: 99 Kingsland Avenue  
Unit #: \_\_\_\_\_

Dear Board of Managers:

I (We) have received, read, understand and agree to abide by the Rules and Regulation for The Metroplex Suites Condominium.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date