

APPLICATION FOR MOVING PERMIT

When completed and signed by a Management Officer, this permit is valid for a move ONLY on the date and at the time specified. Changes must be rescheduled. Please print legibly all information in Part A, and then sign.

PART A

- 1. I (we) hereby apply to move **INTO** **OUT OF** (select one)
 Unit _____ in Building _____
 Requested Date of Move: _____ Time: _____
- 2. Name of Resident(s): _____
 Current home address: _____
 Phone: _____ Email: _____
- 3. Name of Unit Owner(s): _____
 Address: _____
 Phone: _____ Email: _____
 Name of Mover: _____
 Address: _____
 Phone: _____ License No. _____ Issued by: _____
- 4. I (we) understand and accept that this move is made subject to the Rules and Regulations of The Consulate on The Park Condominium and that I am (we are) responsible for any damage to Consulate property.
 Resident's signature: _____ Date: _____
 Owner's signature: _____ Date: _____

PART B (PERMIT TO MOVE)

Date Received: _____ All Fees Received: _____

Compliance with Regulations: _____

Comments: _____

Approved date of move: _____ Time: _____

Additional restrictions (if any) _____

Date and time of property Inspections: _____

Before Move: _____

After Move: _____

Permit approved: _____ Date: _____

Managing Agent



MOVING-IN - MOVING-OUT, and DELIVERY REGULATIONS

1. All moves and large deliveries must be scheduled in advance with the super and with the Managing Agent. All require a certificate of insurance confirmed prior to move or delivery date. To request a sample COI contact Dawn Levin at 914-813-1944 or email dlevin@stillmanmanagement.com.
2. Moves are permitted only during the hours of:

9:00 a.m. – 5:00 p.m. Monday to Saturday. No moves on Sundays or legal holidays. Legal holidays are as follows: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day

- REASONS:**
- a. Elevators must be protected by padding.
 - b. Common areas must be inspected for damage before and after the move.
 - c. Moves must be controlled (time of day) so as to minimize inconvenience to residents
3. The application for a moving permit must be made on the Consulate application form at least **five** business days before the move. Each application must contain the names and addresses and phone number of the owner and the mover.
 4. The owner of the unit will be charged a non-refundable fee of one hundred dollars (**\$100.00**) for the moving permit. The permit will be valid for one move only.
 5. A security deposit of two hundred fifty dollars (**\$250.00**) will be required from the person who is moving to protect the condominium against damage caused by moving. This deposit less the costs of repairs for damage caused by the move will be returned by the condominium after the posts-move inspection has been completed.
 6. The owner will be notified of the date and time when the inspection for damage will be made. He or she will be entitled to accompany the inspector. In the event of disagreement about damages, the decision of the Board of Managers will be conclusive.
 7. **NO WAIVER OF THE BOARD'S RIGHT OF FIRST REFUSAL ON A SALE WILL BE GRANTED UNTIL THE FEES FOR THE MOVE OUT OF THE UNIT HAVE BEEN PAID IN FULL AND ALL OTHER PERTINENT REQUIREMENTS HAVE BEEN MET.**
 8. Any move made without a permit or otherwise in violation of these regulations will be deemed a violation of the Rules and Regulations of the condominium and will subject the violator(s) to fines and other appropriate penalties needed for enforcement and the proper maintenance of the property, as determined by the Board of Managers.
 9. These regulations were approved unanimously by the Board of Managers on March 24, 1992, and become effective on May 1, 1992.

Tenants \$250 deposit do not get back their refund until they move out.