

Fleetwood Chateau Owners Corp.
SUBLEASE APPLICATION
c/o GRAMATAN MANAGEMENT, INC.
2 HAMILTON AVE. SUITE 217
NEW ROCHELLE, NY 10801
914-654-1444 (O)

SUBLET APPLICATION REQUIREMENTS

The Admissions Committee will consider review of a sublet application only when all the application forms and all supporting documents have been completed and gathered as specified. Additionally, during the process of admission, the Admissions Committee may request additional supporting documents from a prospective sub-lessee to complete the evaluation process and will require a personal interview with the prospective sub-tenant.

It is the responsibility of the prospective sub-lessee to gather all supporting documents and to supply FIVE (5) copies of all papers including the application forms in collated sets to Gramatan Management for submission to the Admissions Committee.

Complete Sublet Application

1. Completed Sublease Agreement and Rider
2. Completed Application Information and Credit Authorization/Employment Release forms with copies of the following supporting documents:
 - a. Letters of Reference:
 - 1) Letter from present landlord to establish current residence. If homeowner, this does not apply.
 - 2) Letter from employer(s) stating annual salary.
 - 3) Two Personal reference letters.
 - b. Submissions of the previous two years' federal income tax return including all supporting forms, e.g., IRS W-2 forms and copy of most recent pay stub.
 - c. Letter from bank(s) stating type of account and amount on deposit.
 - d. Copy of License and Social Security Card
3. A check in the amount of \$350.00 payable to Gramatan Management Inc., as application and processing fee.
4. A check in the amount of \$500.00, payable to Fleetwood Chateau Owners Corp. as a refundable move-in deposit.
4. Lead Paint Disclosure Packet filled out and notarized.
5. House Rules Acknowledgement.

SUBLEASE APPLICATION

DATE:	APPLICANT(S) TELEPHONE NO:
APPLICANT NAME(S):	
SHAREHOLDER'S NAME, ADDRESS & APT. No.:	

APPLICANT SOCIAL SECURITY No:	
DATE OF BIRTH:	
CURRENT ADDRESS:	
CHECK ONE: RENT <input type="checkbox"/> HOME <input type="checkbox"/> OWNER <input type="checkbox"/> OTHER <input type="checkbox"/> EXPLAIN:	
IF RENTING, NAME & ADDRESS OF PRESENT LANDLORD/MANAGING AGENT & DAYTIME TELEPHONE NUMBER:	
No. of ROOMS:	MONTHLY CHARGES:
YEARS AT PRESENT ADDRESS & REASON FOR LEAVING:	
IF LESS THAN 3 YEARS AT PRESENT ADDRESS, GIVE FORMER ADDRESS	

CO-APPLICANT SOCIAL SECURITY No:	
DATE OF BIRTH:	
CURRENT ADDRESS:	
CHECK ONE: RENT <input type="checkbox"/> HOME <input type="checkbox"/> OWNER <input type="checkbox"/> OTHER <input type="checkbox"/> EXPLAIN:	
IF RENTING, NAME & ADDRESS OF PRESENT LANDLORD/MANAGING AGENT & DAYTIME TELEPHONE NUMBER:	
No. of ROOMS:	MONTHLY CHARGES:
YEARS AT PRESENT ADDRESS:	
IF LESS THAN 3 YEARS AT PRESENT ADDRESS, GIVE FORMER ADDRESS	

DO YOU DESIRE A PARKING SPACE:		NO. OF SPACES DESIRED:
NUMBER OF PERSONS TO RESIDE IN APARTMENT:		
NAME		RELATIONSHIP TO APPLICANT

GROSS MONTHLY INCOME			
ITEM	PURCHASER	CO-PURCHASER	TOTAL
BASE EMPL. INCOME			
OVERTIME			
BONUSES			
COMMISSIONS			
DIVIDENDS/INTEREST			
OTHER INCOME			
GRAND TOTAL:			

ASSETS	CASH OR MARKET VALUE
CHECKING & SAVINGS ACCOUNTS (LIST NAMES OF INSTITUTIONS & ACCOUNT NUMBERS)	
	\$
	\$
	\$

LIABILITIES & PLEDGED ASSETS	UNPAID BALANCE
CREDITORS NAMES, ADDRESSES & ACCT NOS. (USE SEPARATE SHEET, IF NEC.)	
	\$

APPLICANT'S EMPLOYMENT INFORMATION

1. CURRENT EMPLOYER:		
TELEPHONE NUMBER:		
ADDRESS:		
POSITION:		
# OF YEARS EMPLOYED:	SALARY:	

1. PREVIOUS EMPLOYER:		
TELEPHONE NUMBER:		
ADDRESS:		
POSITION:		
# OF YEARS EMPLOYED:	SALARY:	

CO-APPLICANT'S EMPLOYMENT INFORMATION

1. CURRENT EMPLOYER:		
TELEPHONE NUMBER:		
ADDRESS:		
POSITION:		
# OF YEARS EMPLOYED:	SALARY:	

1. PREVIOUS EMPLOYER:		
TELEPHONE NUMBER:		
ADDRESS:		
POSITION:		
# OF YEARS EMPLOYED:	SALARY:	

I (WE) HEREBY CERTIFY THAT THE STATEMENTS MADE IN THIS APPLICATION HAVE BEEN EXAMINED AND TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF ARE TRUE, CORRECT AND COMPLETE. I (WE) HAVE NO OBJECTION TO INQUIRIES TO ANY PERSON OR INSTITUTION BEING MADE FOR THE PURPOSE OF VERIFYING THE FACTS HEREIN STATED. I (WE) UNDERSTAND THAT THE FILING OF THIS APPLICATION DOES NOT IN ANY WAY BIND THE COOPERATIVE COOPERATION TO CONSENT TO THE ASSIGNMENT OF THIS APARTMENT TO ME. I (WE) UNDERSTAND AND ACCEPT THAT THE PROPERTY HAS THE RIGHT TO RELY ON INFORMATION GIVEN HEREIN AND IN THE EVENT THAT INQUIRIES PROVE ANY STATEMENT FALSE, MAY REJECT THIS APPLICATION, OR IF CONTRACT HAS BEEN EXECUTED, MAY TERMINATE SAME AS IF BREACH OF CONTRACT HAS OCCURRED. I (WE) HAVE RECEIVED AND REVIEWED COPIES OF THE HOUSE RULES AND ACCEPT THEM AS OBLIGATIONS OF RESIDENCE. I (WE) UNDERSTAND THAT ALL CHARGES FOR CREDIT CHECKS ARE TO BE PAID BY THE PURCHASER AND AUTHORIZE THE RELEASE OF EMPLOYMENT, INCOME, BANKING, AND FINANCIAL INFORMATION TO PROPERTY AND THE CREDIT BUREAU..

PURCHASER'S SIGNATURE	DATE	CO-PURCHASER'S SIGNATURE
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MOVE IN/MOVE OUT POLICY

A MOVE IN/MOVE OUT DEPOSIT OF \$500.00 IS REQUIRED. THIS FEE WILL BE RETURNED ONLY IF THE FOLLOWING RULES ARE ADHERED TO:

1. YOU MUST GIVE THE BUILDING SUPERINTENDENT SEVEN (7) DAYS PRIOR NOTICE OF THE IMPENDING MOVE. THE CHECK FOR \$500 MUST BE GIVEN TO THE SUPER, OR MANAGEMENT AT LEAST SEVEN (7) DAYS PRIOR TO THE MOVE.
2. YOU MAY ONLY MOVE IN OR MOVE OUT MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 9:30 A.M. AND 5:00 P.M. YOUR MOVE MUST BE COMPLETED BY 5:00 P.M.
3. ALL MOVE-INS AND MOVE-OUTS MUST BE COMPLETED THROUGH THE SIDE ENTRANCE DOOR OF THE BUILDINGS. NO ONE WILL BE ALLOWED TO MOVE IN OR MOVE OUT THROUGH THE FRONT DOOR OF THE BUILDING.
4. THE SUPERINTENDENT OR THE MANAGING AGENT WILL REVIEW THE PREMISES AFTER THE MOVE. IF DAMAGE TO ANY PART OF THE PREMISES OCCURS, ALL, OR A PORTION, OF THE DEPOSIT WILL BE FORFEITED. YOU WILL BE NOTIFIED OF THE MANAGEMENT'S DECISION.
5. IF THESE RULES ARE VIOLATED OR NOT ADHERED TO, YOU WILL BE ASSESSED A \$500.00 VIOLATION FEE WHICH WILL BE TREATED AS UNPAID MAINTENANCE UNTIL PAID.

BY SIGNING THIS, IT IS UNDERSTOOD THAT YOU HAVE READ, UNDERSTOOD AND AGREE TO ADHERE TO THE FLEETWOOD CHATEAU OWNERS CORP. MOVE IN/MOVE OUT POLICY.

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SIGNATURES

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APARTMENT ADDRESS AND APT NO.

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Fleetwood Chateau Owners Corp.
651 North Terrace Avenue
Fleetwood, NY 10552

HOUSE RULES

(Revised February 2009)

1. Quiet Enjoyment

- a) As stipulated in the Proprietary Lease, no resident may make or permit any disturbing noises in the building or do or permit anything that will interfere with the rights, comfort or convenience of other residents. (See page 8 for specific rules about renovation and repair work.)
- b) No resident may play or permit the playing of a musical instrument, radio, television, stereo, DVD or CD player, gym equipment, or other electronic device during the period between 10:00 p.m. and 8:00 a.m., or at any other time of the day or evening, if the resulting sounds disturb or annoy other occupants of the building.
- c) Exercise machines specifically, and other machinery may require special noise insulating material and are subject to the same time restrictions as stated above. The riding of bicycles, scooters, skates, skateboards and the like, within the units, or in the common areas, is not permitted.
- d) Gas-operated vehicles such as mopeds, dirt bikes, gas scooters, ATV's etc. are not permitted inside the building either temporarily or for storage.
- e) 80% of the floor area of each room (except kitchens, bathrooms, and closets) must be covered with rugs or carpeting or equally effective noise-reducing material.
- f) Except when routinely entering or exiting, apartment doors must be kept closed.
- g) Disputes between residents should be worked out between the parties involved. If such efforts fail, then a written request for intervention may be addressed to Gramatan Management, Inc., which will be under no obligation to intervene except as required by the Proprietary Lease.

2. Health & Safety

- a) Smoking or carrying a lighted cigarette or cigar in any common area of the building is forbidden. Disposal of cigarette or cigar butts in any interior or exterior common area is prohibited.
- b) All residents are required to furnish to Gramatan Management, Inc. the names and telephone numbers (work, home, cell) of all adult residents living in their apartments.
- c) When leaving or entering the building, residents must make sure that the vestibule doors and service entrance doors in the basement are firmly and completely shut.
- d) No one is permitted to tamper with or disarm any apartment or public smoke and/or carbon dioxide detectors. All residents are required to obtain and maintain such smoke and/or carbon dioxide detectors in their apartment as required by law.
- e) Hallways, staircase landings, doorways, fire escapes, windowsills, and other public areas of the building must remain free and clear of items at all times. This includes shoes, boots, umbrellas, strollers, bicycles, skates, skateboards, scooters, and shopping carts.
- f) With prior notice, the Co-op Board, the managing agent, and any contractor or workman authorized by these parties may enter any apartment at any reasonable hour of the day to inspect the 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 necessary measures to control or exterminate any such vermin, insects, or other pests.
- g) In the case of an emergency, representatives of the Co-op Board may enter any apartment at any time without prior notice. As stipulated in the Proprietary Lease, all residents are required to provide a key for any lock on their unit door to the Superintendent for the purposes of entering apartments during emergencies. Otherwise, in cases of emergency, if locks and/or door frames must be broken to obtain entry, repairs will be made at the resident's expense.
- h) No one is permitted on the fire escapes for any reason other than to evacuate the building during an emergency. No cooking equipment, barbeques, planters, or other items may be placed on any fire escape or windowsill. Windows with access to fire escapes must not be blocked from the inside by air conditioners, gates that are not fire department approved, or any other item.
- i) Residents will notify the superintendent of wet hazards including rainwater and drippings from trash in the hallways and elevators.
- j) Feeding pigeons or other birds or animals from the windowsills, fire escapes, courtyards, or other public portions of the building, or on the sidewalk or street adjacent to the building is not permitted.

- k) No aerials may be attached to or hung from the exterior of the building without the prior written approval of the Co-op Board or the managing agent.
- l) The use of an oven or kerosene or other non-electrical heater to heat an apartment is strictly prohibited.
- m) Nothing may be hung or shaken from doors, windows, or fire escapes.
- n) The superintendent must be advised prior to the installation of window air-conditioning units and allowed to inspect installation to ensure that the units are properly secured. Residents are responsible for checking that the electrical wiring in the apartment is sufficient to support the unit.
- o) Clothes washers, dryers, and portable dishwashers are not permitted. (Any in-unit laundry equipment must be removed immediately. Improper or unauthorized work or modifications will be corrected at the resident's expense.)
- p) The Co-op Board strongly encourages all residents to purchase and maintain adequate renters' or homeowners' insurance coverage. The policy should include personal property loss and liability coverage.

3. Trash Disposal

- a) All wet trash must be securely wrapped or bagged and drip-free before it leaves the apartment and is carried to the garbage room.
- b) Place garbage in the trash pails in the back of the garbage room first, and do not fill any pail so that it overflows.
- c) Residents and occupants must comply with all aspects of the recycling laws of the County of Westchester, the city of Mount Vernon, or any regulations enacted by the Co-op Board. Recyclables must be rinsed and brought to the basement recycling room and disposed of as directed. (See attached recycling rules.)
- d) Residents must properly dispose of hazardous and highly combustible items.
- e) Corrugated cardboard cartons, grey compressed cardboard (cereal and tissue boxes, paper towel rolls) must be flattened and put neatly in the recycling room.
- f) Broken glass does not get recycled. Dispose of broken glass in a separate bag clearly labeled "Broken Glass" and place in the garbage room.

- g) Large items such as upholstered sofas and chairs, mattresses, and rugs pose a serious fire hazard and may not be disposed of in any part of the building. These items should be brought out to the curb on Thursday evenings only and will be picked up by the trash service on Friday mornings. Should the Co-op be asked to pay for the disposal of any oversized item, the cost will then be billed and collected from the resident from whose apartment the item originated.
- h) Toilets, bathtubs, and sinks may not be used for any purposes other than those for which they were intended, nor should sweepings, trash, or any other article be thrown into them. Repairing any damage resulting from misuse of any apparatus will be done at the resident's expense.

4. Laundry Room

- a) Residents should use the washers and dryers responsibly and clean up any spills that may occur.
- b) Residents must remove their laundry from the washers and dryers as soon as the cycles are completed. Do not leave any items in the machines. Should it be necessary to remove a neighbor's laundry from a machine, residents are expected to do so with care.
- c) Before using the dryers, residents should make sure that the lint trays are free of debris.
- d) Laundry carts may not be taken from the laundry room at any time, for any purpose.
- e) When a resident notices that a washer or dryer is broken, he or she should place an "Out of Order" sign on the affected machine. Reusable signs are available in the laundry room. The resident should then advise the Superintendent who will in turn report the need for repair to the building's laundry service.
- f) Residents should turn off the light when leaving the laundry room vacant.
- g) Residents should dispose of empty plastic detergent bottles and similar items in the recycling room, as appropriate.

5. Pets

- a) Residents may apply for consent to harbor a dog, cat, bird, or other small pet in their unit for which consent will not be unreasonably withheld. This consent is always conditioned upon the maintenance of responsible care and control of such pets and may be revoked in the absence of responsible care and control.
- b) Dogs are not permitted in the elevators, hallways, or other public portions of the building or its exterior grounds unless carried or on a leash.

- c) Pets are not allowed in the laundry room at any time.
- d) Before a resident enters an elevator with a dog, he or she must ask permission to enter with the animal if another resident is already in the elevator.
- e) Residents are responsible for ensuring that their pets do not make noises or cause odors that will interfere with the rights, comfort, or convenience of other residents.
- f) All dogs must be walked off the property. Residents may not walk their dogs in the courtyard, driveway, doorways, on the back or front lawns, or adjacent sidewalk or street of the building.
- g) Residents are responsible for cleaning up after their animal(s) at all times or they will be reported to the local authorities and/or fined.

6. Common Areas

- a) No one may loiter or play in the public halls, stairways, elevators, or courtyard.
- b) The public halls and stairways of the building must not be obstructed or used for any purpose other than to enter and exit the apartments in the building.
- c) There must be no interference with the elevators by residents, members of their families, or their guests, employees or tenants.
- d) No sign, notice, or advertisement may be displayed in the elevator or on any window or other part of the building, unless approved by the Co-op Board or the managing agent.
- e) Bicycles, skateboards, scooters or similar vehicles are not allowed in the public halls, passageways, courtyards, or any other public area of the building.
- f) Residents may not decorate or furnish any public hall of the building.
- g) Cigarette butts, cans, bottles, and other refuse must not be left in the stairways, hallways, courtyard, driveway, backyard, front lawn, or any other common area.
- h) No one is permitted on the roof unless directed to do so by emergency or safety officials.

6. Deliveries & Moves

- a) Deliveries of oversize items such as furniture must be made through the service entrance (basement door by the driveway). Deliveries are allowed Monday to Saturday, between 8 a.m. and 6 p.m. only. If deliveries of such items occur on a Sunday or during other times, fines will be imposed.
- b) Driveway parking to unload or pack a vehicle is permitted for up to 10 minutes but must not interfere with other residents' entry or exit of the building. If a vehicle stays in the driveway for longer than 10 minutes, an authorized driver must remain with the vehicle and be ready to move it if necessary.
- c) No vehicle belonging to a resident or to a member of the family or guest, or employee of a resident may be parked in such manner as to interfere with access to the building.
- d) Trunks and heavy baggage must be taken in or out of the building through the service entrance.
- e) Both the superintendent and the managing agent of the Co-op must be notified at least 48 hours in advance of a move into or out of the building. A \$500 refundable move-in/move-out deposit made payable to Fleetwood Chateau Owners Corp must be sent to and received by Gramatan Management, Inc. in advance of the move. (Any infractions or damages will be deducted from the deposit.)

Move-In/Move-Out Days and Times:

Monday-Friday: 9:30 a.m. to 5 p.m.

Weekends: No moving allowed

- f) Special arrangements may be made for a Saturday move and a non-refundable fee of \$250 must be paid ahead of time.
- g) During a move into or out of the building, the service entrance must be used exclusively.
- h) The driveway is available only during the move-in/move-out times.

Violations of House Rules may incur a fine of \$50 for minor infractions, with amounts to be determined by the Co-op Board for major infractions for each occurrence. For infractions that continue, charges will accrue and be added to the monthly maintenance. Legal fees and other costs incurred by the Co-op resulting from violations of the Proprietary Lease or House Rules will be charged to the shareholder creating such violations.

The Co-op Board may revoke any consent or approval given in these House Rules or may amend these House Rules at any time.

Contact Information

Questions, complaints, and reports of problems regarding the service of the building must be made in writing to the following parties:

Superintendent

Pal Tinaj, the building superintendent, is available Monday - Friday during the hours of 8:30 a.m. - 5:30 p.m. In an emergency, he is available by cell phone: 914-804-4127. Any complaints or requests for repairs must be made in writing and placed in the superintendent's office mailbox in the basement.

Contacts for Shareholders:

Glenn Capobianco
Gramatan Management, Inc.
2 Hamilton Avenue - Suite 217
New Rochelle, New York 10801
Ph: (914) 654-1414 ext. 13
Fax: (914) 654-1444
Email: gcapobianco@gramatanmanagement.com

Fleetwood Chateau Board of Directors

fleetwoodchateau@yahoo.com

(The Board will only respond to e-mails that include your name and apartment number.)

Contact for Renters:

Stephanie Nevarez
LiveRight Realty Management, Corp.
10 Cuttermill Road - Suite 202
Great Neck, NY 11021
Ph: (516) 829-9898
Fax: (516) 829-3018

**Fleetwood Chateau Owners Corp.
651 North Terrace Avenue
Fleetwood, NY 10552**

I have received a copy of the House Rules issued by Fleetwood Chateau Owners Corp (revised 2/09).

I understand that violations of the House Rules may incur a fine of \$50 for minor infractions, with amounts to be determined by the Co-op Board for major infractions for each occurrence. For infractions that continue, charges will accrue and be added to the monthly maintenance. Legal fees and other costs incurred by the Co-op resulting from violations of the Proprietary Lease or House Rules will be charged to the shareholder creating such violations.

The Co-op Board may revoke any consent or approval given in these House Rules or may amend these House Rules at any time.

Received by:

[print name above]

[sign name above]

Apt. #: _____ Date: _____

Please sign and return this acknowledgment letter to:

Pal Tinaj, Superintendent
-or-
Glenn Capobianco
Gramatan Management, Inc.
2 Hamilton Avenue - Suite 217
New Rochelle, New York 10801
Fax: (914) 654-1444

Fleetwood Chateau Owners Corp
651 North Terrace Avenue
Fleetwood, NY 10552

PET POLICY

(Addendum to House Rules)

May, 2011

Fleetwood Chateau Owners Corp requires all residents who have pets or wish to acquire pets to abide by the rules outlined in this Pet Policy. The intent of this policy is to create a harmonious community of co-existence for all.

With specific respect to dogs, residents who wish to keep an existing dog, add another dog, or acquire a dog, must apply for consent in writing to Fleetwood Chateau Owners Corp. by submitting a fully completed application (see pages 4–5), and attend, with the dog, an interview with the Cooperative's Board of Directors. Consent may always be revoked at the discretion of the Board of Directors and is conditional upon the responsible care and control of such pet(s).

Pet Ownership Rules

1. Only common household pets, such as dogs, cats, and small caged mammals are allowed. There is a two pet limit per apartment for all pets, excluding fish.

2. The pet owner is responsible for ensuring that the rights of other residents, including peace and quiet enjoyment, health, and safety are not infringed upon or diminished by his or her pet's noise, odors, wastes, or related nuisances, and will immediately remedy any complaints made to the Management company or authorities. The pet owner acknowledges that infringement upon any of these rights of fellow residents will constitute a nuisance and a violation of the lease, or Proprietary Lease, as appropriate.

3. Except to enter or exit the building, pets are not permitted in the elevators, hallways, laundry room, or other public areas of the building
4. Before a pet owner enters an elevator with a dog, he or she must ask for permission to enter with the animal if another resident is already in the elevator.
5. When outside the pet owner's apartment, all dogs must be effectively and appropriately restrained on a leash at all times.
6. Except to enter or exit the building, all dogs must be walked off the property. Pet owners may not walk their dogs in the courtyard, driveway, doorways, on the back or front lawns, or adjacent sidewalk or street of the building. Pets are never allowed in the back of the building.
7. The pet owner is responsible for cleaning up after his or her pet anywhere in the building, on the building's property, and on public streets and sidewalks (as required by law).
8. Pet waste or pet litter must be placed in closed, plastic bags and disposed of in appropriate trash receptacles.
9. The pet owner must designate an emergency contact who can tend to the pet if the pet owner is unable to do so.
10. Upon reasonable notice by telephone or in writing, the pet owner must allow persons authorized by the Management company or the Cooperative to inspect his or her unit as required to ensure compliance with these rules.
11. The pet owner must adhere to local ordinances, including leash and licensing requirements. All dogs and cats must wear a collar with a tag identifying the pet and its owner, with name, address, and telephone number. This tag is required in addition to license, vaccinations, and any other tags required by law.

12. The pet owner will be liable for any damage, injury, or violations of these rules caused by the pet(s). Appropriate monetary penalties will be assessed for each and every violation.

13. If a pet constitutes a nuisance as determined by the Board of Directors, a risk of damage to the property, or creates a threat to the health and safety of any person in the building, the Cooperative reserves the right to require the removal of the pet.

14. A pet owner who wishes to acquire a new dog must pay a non-refundable \$200 pet application-processing fee. (Pet owners who currently have dogs are exempt from this fee.)

15. Before temporarily “pet sitting” a dog, residents must submit a fully completed pet application (see pages 4–5), and the application must first be approved by the Cooperative (no deposit is required for "pet sitting). Harboring a dog in a resident's apartment without approval from the Board will incur a \$100 per day penalty each day the animal is in the apartment. All visiting pets are subject to the rules in this document. Any violations of these rules by the visiting animal will incur a \$100 per day penalty.

16. All complaints about pets by other residents should be referred to Gramatan Management, Inc. (914-654-1414)

17. These rules may be amended from time to time by the Board of Directors pursuant to the Cooperative’s polices and in compliance with all relevant federal, state, and local laws and regulations.

**Fleetwood Chateau Owners Corp
651 North Terrace Avenue
Fleetwood, NY 10552**

Pet Policy Application

Please provide the following information for each pet:

Type of Pet: _____ Name: _____

Age: _____ Weight: _____

Breed/Description: _____

* Attach evidence (in the form of a receipt or other written verification from the pet's veterinarian) of the following:

____ License: Tag Number # _____ Exp. Date: _____

____ Rabies vaccine: Tag Number # _____ Exp Date: _____

____ Distemper vaccine Exp. Date: _____

____ Spay/Neuter

* This information must be updated bi-annually for each pet.

The pet owner must provide the following information and promptly notify the Gramatan Management in writing of any changes. Gramatan Management reserves the right to notify the veterinarian and/or emergency pet caretaker that they have been designated as such and to verify their willingness to act as such.

Veterinarian Name: _____

Address: _____

Phone: _____

Emergency Pet Caretaker:

Name: _____

Phone:

Home: _____ Cell: _____

Work: _____

Pet Owner's Name:

_____ Apt. # _____
[print]

[sign]

Date: _____

Management/Board Signature: _____

Date: _____

For office use: Interview Date _____ Photograph _____