

***** Bryant Gardens Moving In or Moving Out Procedures*****

If you are planning to move in or out of Bryant Gardens, you are required to notify Josephine Vieni at the Management office - 914- 328-6962 and Jay Cid, the Superintendent, at 914 946-3313 with your planned moving date so the hallways can be prepared. Moving is permitted only on Monday – Friday (9:00 am to 5:00 pm). No move-ins or outs are permitted on Saturday, Sunday or Holidays. Shareholders are required to post a \$1,500 refundable move-out deposit payable to Bryant Gardens Corp., before your move and deliver a bank check to Josephine Vieni at the management office 7 Bryant Crescent 1-C. New buyers are required to post a bank check payable to “Bryant Gardens Corp.” in the sum of \$1,500 at the Closing.

Move-in deposits will be refunded after the Closing once there is confirmation there was no damage to the hallways, and your apartment is inspected by Superintendent to confirm the apartment is in compliance with Bryant Gardens House rules. All apartments require wall to wall carpeting, operative smoke and carbon monoxide detector and keys for emergency access.

If you are using a moving company, the company is required to provide a Certificate of Insurance as per the sample on the Bryant Gardens website page.

***** Parking and Vehicle Registration *****

New residents to Bryant Gardens are required to promptly register their car with Jay Cid at the maintenance office. Jay will issue a Bryant Gardens Resident Parking Permit for each licensed driver. Guest passes will also be provided.

***** Building Link *****

Bryant Gardens maintains an online service called Building Link. Building Link has a Maintenance Request feature that goes direct to the building Superintendent and tracks the request until the repair is completed. Building Link also provides a means for management to communicate with all residents via email blasts with important updates. New shareholders to Bryant Gardens will be sent a link to register with Building Link after your closing.

***** CON EDISON, VERIZON FIOS AND ALTEC *****

New shareholders should call Con Edison, (718) 222-7178) to set up an electric and gas account for your new apartment. Bryant Gardens is prewired for Verizon FIOS and Optimum Altec. Apply for your choice of internet provider on line.