

ASSUMPTION OF RESPONSIBILITY FOR STRUCTURAL ALTERATIONS

To: Board of Directors

24535 OWNERS CORP.

RE: _____ to _____

24535 OWNERS CORP.

Apartment _____

Gentlemen:

As prospective shareholders and proprietary lessees of your corporation, I/we have been made aware by the seller(s) of the shares allocated to this apartment of any structural alterations or changes made by the seller(s) or his/their predecessors within the apartment since the premises were converted to a cooperative status. I/We understand and agree that the cooperative corporation shall not be responsible and shall not guarantee such structural alterations or changes, nor shall it be responsible for any damages caused by such alterations or changes and that maintaining such alterations or changes shall be my/our responsibility only, and not that of the cooperative corporation. This includes but is not limited to changes or structural alterations affecting the heating system or radiators or any resulting leaks caused by structural alterations or changes performed within the apartment. I/We also understand that the cooperative corporation and management make no representation whatsoever regarding whether the seller(s) or his/their predecessors in interest have made changes or performed alterations in the apartment in conformity with the requirements of the Department of Buildings or a similar agency. I/We also understand that it is exclusively my/our responsibility to obtain any necessary assurances from the seller, the Department of Buildings, or any other party which I/we may find necessary in the future.

It is further understood that it is my/our responsibility solely to obtain any protections, guarantees, or representations which I/we will or may need in connection with such changes or structural alterations from my seller(s). Upon the closing of the above transaction, I/we hereby accept responsibility for any changes or structural alterations performed in this apartment. I/We also accept and assume responsibility under the terms of any Alteration Agreement signed by the seller(s) or his/their predecessors in interest as such agreement may relate to this apartment and have taken steps to determine whether any such agreement exists by obtaining such information and assurances from seller(s) as may be necessary. Neither the cooperative corporation, nor its managing agent are responsible for any failure to provide me/us with this information.

Very truly yours,

Date: _____

DAMAGE DEPOSIT AGREEMENT

24535 OWNERS CORP.
c/o Alexander Wolf & Company, Inc.
One Dupont Street
Plainview, NY 11803

RE: Apartment _____

Gentlemen & Ladies:

I/We have been advised of a resolution of the Board of Directors of 24535 OWNERS CORP. requiring the deposit of \$250 by certified or bank check with the office of the managing agent prior to the scheduling of any move into or out of any apartment to indemnify the corporation against any loss which may be sustained resulting from damage to the building or its property in connection with my/our move.

It is understood that I am to arrange an inspection of the premises by the superintendent of the building immediately after the completion of my move and if damage has occurred, I agree that the cost of repairs will be deducted from my deposit and the balance, if any, shall be refunded to me with within 14 days of my returning this completed form to the office of the managing agent. If there is no damage, the deposit will be refunded in full. If there is no damage, the deposit will be refunded in full. If there is damage which exceeds \$250, I will pay the amount of all additional damages within ten (10) days of receipt of notification by the corporation of the amount due.

In order to secure my/our refund, if any, a copy of this form signed by the superintendent, must be returned to the office of the managing agent.

Note also that there is absolutely no move into or out of the building after 5PM Monday-Friday, and absolutely no moves can occur Saturdays or Sundays. Anyone who appears at the building after 5PM will be turned away.

Very truly yours,

MOVING PARTY

MOVING PARTY

Date _____

NOTE: THE MANAGING AGENT MAY NOT REFUND THE DAMAGE DEPOSIT TO ANY PARTY UNTIL THIS SECTION IS COMPLETED BY THE SUPERINTENDENT AND RETURNED TO THE OFFICE OF THE MANAGING AGENT BY THE PARTY MOVING.

TO BE COMPLETED BY THE SUPERINTENDENT AFTER MOVE-OUT OR MOVE-IN:

THE MOVE-OUT/MOVE-IN (CIRCLE ONE) OF THE APARTMENT HAD TAKEN PLACE ON _____(DATE) AND (CHECK ONE):

- () NO DAMAGE HAS OCCURRED TO THE COMMON AREAS.
- () THE FOLLOWING DAMAGES HAVE OCCURRED TO THE COMMON AREAS.

DATED

SUPERINTENDENT'S SIGNATURE

RE:

APT:

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead 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 approved pamphlet on lead poisoning prevention.

Lessor's 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 lead-based paint hazards in the housing.

Lessee's Acknowledgement (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

By _____
Steven Mirsky, Vice President

AFFIDAVIT AS TO NET WORTH AND INCOME

(Note: If purchase, loan, or sublease is being made by more than one person, each applicant must submit an affidavit as to the applicant's net worth and income. Applicant(s) must initial pages 1 and 2.)

State of New York)
 : ss. :
County of _____)

_____, being duly sworn, deposes and states the
 (Name)
following:

I submit herewith a true statement of my assets, liabilities, and current net income. I make this affidavit in order to induce the Board of Directors of:

 (Name of entity to which you are making application)

to approve the following:

(Cross out inapplicable portions)

1) The transfer to me of stock of said corporation now owned by _____
 [Name(s) of Seller(s)]
_____ and the assignment to me of the lease of
apartment _____ at _____
 (Name of entity to which you are making application)

2) The borrowing by me of \$ _____ on the security of stock of _____
 (loan amount) (Name of

 entity to which you are making application)

which is now, or hereafter, will be owned by me.

I/We hereby represent to the Board of Directors that the loan amount reflected in the loan commitment furnished to the Board represents the full amount of financing I/we are obtaining. I/We understand that the Board will rely upon this material representation in considering approval of my/our financing application.

Applicant's Initials _____

Note: If value of any asset is not determinable in open market, set forth basis of valuation.

Cash in Bank

Account Number/Institution

Amounts

Checking Accounts

Savings Accounts

Certificates of Deposit

Securities

Stocks

Bonds

Treasury Bills

Real Estate (Specify nature and location of property)

Other (Describe)

Total Assets: \$ _____

LIABILITIES

(State nature and Amount): \$ _____

Total Liabilities: \$ _____

Net Worth: \$ _____

Applicant's Initials _____

INCOME

Salary	_____
Pension	_____
Social Security	_____
Profit from Wholly-Owned Business	_____
Profit from Partnership	_____
Dividends	_____
Interest	_____
Other (Specify)	_____

\$ _____
Total Annual Income

Signature _____

Signature _____

Sworn to before me this

_____ day of _____ 19____.

Notary Public

Alexander Wolf & Company, Inc.
One Dupont Street
Plainview, NY 11803

Gentlemen:

In order for you to comply with the provisions of Section 606 of the Fair Credit Reporting Act, I authorize you to retain a Credit Reporting Agency which agency may obtain, prepare, and furnish reports concerning me and my character, general reputation, personal characteristics, and mode of living.

I understand that upon request, I am entitled to a disclosure of the nature and scope of the investigation to be requested by you of said Credit Reporting Agency.

Signed _____

Dated: _____

RECEIPT OF AMENDMENTS OF PROPRIETARY LEASE AND BY-LAWS

RESOLUTION OF THE SHAREHOLDERS OF
24535 OWNERS CORP.

A special meeting of the Shareholders called by the Board of Directors for October 10, 1995, and noticed on September 27, 1995, approved the attached proprietary lease and by-law amendments.

AS PROSPECTIVE SHAREHOLDERS OF THE SHARES OF STOCK OF 24535 OWNERS CORP., AND AS PROSPECTIVE PROPRIETARY LESSEES, I/WE ACKNOWLEDGE RECEIPT OF THE ATTACHED RESOLUTIONS.

APT. # _____

DATED: _____

Attachments (2)

RECEIPT OF HOUSE RULES AND REGULATIONS

BOARD OF DIRECTORS
24535 OWNERS CORP.
c/o Alexander Wolf & Company, Inc.
1 Dupont Street
Plainview, NY 11803

Re: Apt. # _____

Dear Board Members:

As prospective Shareholder(s) and proprietary lessee(s) of the above apartment, I/we acknowledge receipt of the House Rules and Regulations of 24535 Owners Corp.

Very truly yours,

ALEXANDER WOLF & COMPANY, INC.

(212) 285-3939

(516) 349-0540

FAX (516) 349-7751

245 East 35th Street
NEW YORK, N.Y. 10016

ADDRESS ALL COMMUNICATIONS TO:
LONG ISLAND OFFICE
ONE DUPONT STREET
PLAINVIEW, N.Y. 11803

APPLICATION FOR APPROVAL OF SALE OF COOPERATIVE APARTMENT

_____ DATE

The Board of Directors of _____
is hereby requested to approve an assignment of the Proprietary Lease for Apartment # _____ and
the sale of _____ shares to the applicant named below:

1. Applicant's Name: _____ SS# _____
Daytime phone number where applicant can be reached _____

2. Spouse's/Co-Applicant's Name: _____ SS# _____

3. Home Address & **Home Tel** : _____

4. (A) Occupation: _____ (B) If self-employed, state
name, address, **telephone #**, and nature of business: _____

(C) If not self-employed, state name/address/**phone number** of employer: _____

(D) State approximate length of time of present employment: _____
_____ (E) Previous employment (name and address of employer,
position held and type of business and length of time):

5. (A) Co-Applicant's Occupation: _____
(B) Name and address of Co-Applicant's employer & **telephone number** _____

(C) Position held (if self-employed, so state): _____

(D) Co-Applicant's **Business Telephone** : _____

6. Estimated Annual Income from Occupation: _____
Co-Applicant's Income: _____ . Income from all other sources (describe): _____
TOTAL: _____

7. Do you intend to use the apartment to any extent for any professional or business purposes?

_____. If so, state full details: _____

8. Applicant's Family consists of: (If there are children, list ages)

9. Do you intend to occupy the apartment? _____

10. Please list names and relationships, including the applicant's, of each person who will reside in the apartment.

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____
_____	_____

11. Financial References: (A) Bank Reference: _____
_____ (Name)

(Address) (B) Business Reference: _____
_____ (Name) (Address)

12. (A) Present Landlord/Managing Agent: _____
(Name, Address, and Telephone Number)

(B) Premises & Dates of Occupancy: _____
From: _____ To _____

13. Personal References:

	NAME	ADDRESS/TELEPHONE #	OCCUPATION
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

14. If you know any persons presently residing at _____
(Name of Cooperative)

_____, please list their names _____

15. Schools and colleges attended by applicant(s), spouse(s) and children. Name class in each case: _____

16. Address of any additional real property owned or leased: _____
(Indicate whether you own, lease as

owner or rent as the tenant)

17. Are any pets to be maintained in the apartment? _____

If the answer is yes, indicate number and kind: _____

18. List exact name or names in which stock and proprietary lease are to be issued:

19. Applicant's Attorney's Name: _____

Address: _____ Tel: _____

20. The apartment being purchased consists of _____ rooms, including _____ bedrooms. Estimated square footage is _____.

21. Do you intend to perform any alterations or renovations to the apartment?

If so, please describe: _____

22. Are you a citizen of the United States? _____. If not, indicate whether you are in this country legally and include supporting documentation.

The undersigned Applicant understands that the consent of _____
(Name of Cooperative)

is required under the Proprietary Lease to the proposed transfer thereof and that the Board of Directors will rely on the information furnished above. The undersigned also understands that the information requested is essential to this Application since _____

(Name of Cooperative)
_____ is a cooperative apartment house in which the

stockholders-lessees reside and because of their desire to maintain a compatible group of residents in the building. The undersigned also agrees to meet in person with representatives of the corporation. Applicant understands that the cooperative corporation reserves the right to request further information from Applicant. Applicant further understands that _____

(Name of Cooperative)
_____, its officers, directors, and agents shall have no liability with any
Cooperative)

respect to any matter or concerning any act of the proposed Seller in connection with any contract contemplated herein, and that the corporation and its agents make no representation with respect to the value of the stock of the Proprietary Lease of the individual apartment involved, nor any recommendation to the prospective Purchaser with respect to the advisability of the purchase thereof. Applicant agrees to meet in person with representatives of the corporation.

Applicant's Signature

Signature of Co-Applicant

Sworn to before me this _____ day of _____, 19____

Notary Public

DATE

NAME

ADDRESS

CITY,STATE,ZIP

RE: 24535 OWNERS CORP.

APARTMENT

SELLER'S NAME to PURCHASER'S NAME

Dear Purchaser:

We have received a copy of the Contract of Sale by which you have agreed to purchase the above apartment. In order for us to prepare our file for submission to the Board of Directors so your interview can be scheduled, we are enclosing the following:

- 1) Application for Approval of Sale and Affidavit as to Net Worth and Income.
Complete both forms and have your signature notarized where required.
Return the completed forms with:
 - a. Three letters of personal reference, three letters of business reference, a letter from your employer stating your position, prospects and salary, a letter of reference from your current landlord or managing agent, and a copy of your last income tax return, complete, signed and dated with all schedules and W2 forms attached.
 - b. Where you have listed assets, we will require a Statement of Verification from the source. All assets listed must be verified. In most cases, a photocopy of the most recent account statement for each account listed will suffice. Please note that ATM slips are not acceptable.
- 2) Please execute one copy of each of the following and return with the above forms. One additional copy of provided for your records.

Disclosure of Information of Lead-Based Paint. Please initial sections c & d, check your response to section e, sign, date and return.

Damage Deposit Agreement

Service Agreement. We perform services for you, and on your behalf for the cooperative. Please return this form with the required fee.

Receipt of House Rules

Special House Rules Addendum

Receipt of Amendment to Proprietary Lease

Assumption of Structural Alterations Agreement

When your lending institution has issued the loan commitment, we will require a signed copy and a copy of the loan application, and three originals of the AZTECH form of Recognition Agreement. Please be certain to arrange for your attorney to mail a photocopy of the judgement and lien search to my attention in our Plainview office.

We are also enclosing a set of informative letters and notices which have been distributed previously to all owners.

When all of the above have been received at our Long Island office, reviewed and verified, we will send your file to the Board of Directors and your interview will be scheduled. Papers that are faxed to our office are not acceptable. Please note that from the date a 100% application packet is delivered to our office it will take approximately five business days for the packet to be processed and prepared for submission to the Board of Directors.

If you have any questions, please call Angela Freda at 516/349-0540.

Very truly yours,

ALEXANDER WOLF & CO., INC.

Steven Mirsky

SM/mv

Enclosure(s)

DATE

NAME
ADDRESS
CITY, STATE

RE: 24535 OWNERS CORP.
APARTMENT ____
SELLER'S NAME to PURCHASER'S NAME

Dear Seller:

We have received a copy of the Contract of Sale by which you have agreed to sell the above apartment. Today, we have forwarded a set of documents to your Purchaser and as soon as they have been completed, returned to us and verified, an appointment for the interview of the Purchaser by the Board of Directors will be scheduled.

In order for us to complete our file, we are enclosing the following documents which require your signature:

Disclosure of Information on Lead-Based Paint. Please respond to sections a and b, sign, date and return.

Transfer Fee Agreement. Sign one copy and return.

Damage Deposit Agreement. Sign one copy and return.

Service Fee Agreement. We perform services for you, and for the cooperative on your behalf. We suggest you provide your attorney with a copy.

Please complete a copy of each of the above agreements and return them to our Long Island office. Papers that are faxed to our office are not acceptable.

If you have any questions, please call Angela Freda at 516/349-0540.

Very truly yours,

ALEXANDER WOLF & COMPANY, INC.

Steven Mirsky
SM/mv
Enclosure(s)

SERVICE AGREEMENT

DATE

NAME

ADDRESS

CITY,STATE,ZIP

RE: 24535 OWNERS CORP.

APARTMENT

SELLER'S NAME to PURCHASER'S NAME

Dear Purchaser:

We have received a copy of the executed Contract of Sale by which you have agreed to purchase the shares of stock of the above Cooperative Corporation. As Managing Agent, we represent the Cooperative in connection with the sale. While we represent the Cooperative, there are specific services which are performed on behalf of the Purchaser for which a fee is required in accordance with the terms of the Proprietary Lease. The services we perform for the Purchaser are as follows:

- 1) Review of the Contract of Sale to ensure that in form and content, it complies with the requirements of the Cooperative.
- 2) Conferences with the attorneys for both Purchaser and Seller.
- 3) Secure and verify financial statements and references of the Purchaser.
- 4) Arrangement of interview or review by the Board of Directors.
- 5) Review of Recognition Agreement and supervision of its execution where a purchase loan is involved.
- 6) Certification of Seller's Compliance with the Proprietary Lease and verification of payments of maintenance and assessments to date of closing.

Page two

For services rendered, a fee of five hundred (\$500) dollars will be paid to Alexander Wolf & Company, Inc. upon the return of this executed agreement. This fee is non-refundable in the event that the Contract of Sale is declared null and void or your application is rejected by the Board of Directors of the Cooperative Corporation. An additional administrative fee of fifty (\$50) dollars will be charged for any dishonored check.

Be advised that you may also be billed for messenger services which we may incur in transporting documents to and from the Board of Directors.

All documentation submitted in connection with your application becomes the property of the cooperative and cannot be returned. Please do not send us originals of such important documents as account statements or tax returns as they cannot be returned to you.

Please bring a photo driver license to the closing for identification purposes. This is a condition of closing.

Please indicate your acceptance and approval in the space provided below and return a copy of this agreement to the undersigned.

Please note that in the event your application for approval is declined, the Board of Directors is not required to provide a reason for their denial, as provided in the proprietary lease for the Cooperative Corporation.

Very truly yours,

ALEXANDER WOLF & COMPANY, INC.

Steven Mirsky
SM/mv

APPROVED AND CONSENTED TO:

DATED: _____

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If the closing is scheduled at a location other than the County of Nassau or the Boroughs of Queens or Manhattan, we will charge a minimum of two hundred (\$200) dollars in addition to our regular service fee, payable by the party who requested the closing to take place at that site.

In the event that the closing is adjourned to a later date after it has commenced, or if the parties do not give the Managing Agent at least twenty-four (24) hours advance notice of the postponement of a scheduled closing, the Managing Agent shall charge and collect at the adjourned closing, at the reconvening, or if not reconvened, at any time thereafter, an additional fee of three hundred fifty (\$350) dollars from the party responsible. If responsibility cannot be determined, the parties to the Contract of Sale shall divide the fee and each pay one-half of the three hundred and fifty (\$350) dollars fee. This fee shall be over and above the closing, processing, overtime or any other fees charged by the Managing Agent.

Where Powers of Attorney are to be used at the closing, copies of the executed powers of Attorney must be presented to the office of the Managing Agent a minimum of two weeks in advance of closing.

SERVICE AGREEMENT

DATE

NAME
ADDRESS
CITY, STATE

RE: 24535 OWNERS CORP.
APARTMENT ____
SELLER'S NAME to PURCHASER'S NAME

Dear Seller:

We have been advised of your intention to sell the stock representing your ownership in the above apartment. As Managing Agent of your Cooperative, we perform the following services for you:

- 1) Review of the Contract of Sale to ensure that in form and content, it complies with the requirements of the Cooperative.
- 2) Conferences with the attorneys for both Seller and Purchaser.
- 3) Preparation of the following documents:
 - a. Cancellation of Seller's Stock Certificate, purchase New York State Stock Transfer Tax Stamps (at Seller's expense of five cents per share. Please pay by separate attorney's, bank, or certified check only. A personal check cannot be accepted).
 - b. Authorization and approval of sale by the Cooperative.
 - c. Assignment of Proprietary Lease.
 - d. Such additional certification as may reasonably be required.
- 4) Certification of compliance with the Proprietary Lease and verification of payments of maintenance and assessments to date of closing.
- 5) Attendance at closing and verification of all documents.

Please bring your photo driver's license to the closing for identification purposes. This is a condition of closing.

Page two

For services rendered, a fee of six hundred twenty-five (\$625) dollars will be paid to Alexander Wolf & Company, Inc. at the time of the closing. This must be paid by attorney's, bank, or certified check only. No personal checks will be accepted. Be advised that this is a condition of closing.

Please note that you may also be billed at closing for messenger services which we may incur in transporting documents to and from the Board of Directors.

Please indicate your acceptance and approval in the space provided below and return a copy of this agreement to the undersigned.

Very truly yours,

ALEXANDER WOLF & COMPANY, INC.

Steven Mirsky

SM/mv

APPROVED AND CONSENTED TO:

DATED: _____

PLEASE ADVISE YOUR ATTORNEY OF THE FOLLOWING:

As the average closing can be completed within the period of one (1) hour, should this time frame be exceeded, the Managing Agent shall bill and collect from the parties at the closing, an additional fee of fifty (\$50) dollars for each additional one half hour or part thereof.

If the closing is scheduled at a location other than the County of Nassau, or the Boroughs of Manhattan or Queens, the Managing Agent shall charge a minimum of two hundred (\$200) dollars in addition to our regular service fee, payable by the party who requested the closing to take place at that site.

All outstanding maintenance, assessment, and other charges on your maintenance bill to be paid on the date of closing MUST be paid by either certified, bank, or attorney's check, or by money order. All sums due to the Cooperative Corporation and Alexander Wolf & Company, Inc. MUST BE DIRECTLY PAYABLE to these entities. Any checks which are payable to any party and endorsed to the Cooperative Corporation or Alexander Wolf & Company, Inc. WILL NOT BE ACCEPTED and will result in the closing being adjourned.

Page three

In the event that the closing is adjourned to a later date after it has commenced, or if the parties do not give the Managing Agent at least twenty-four (24) hours advance notice of the postponement of a scheduled closing, the Managing Agent shall charge and collect at the adjourned closing, at the reconvening, or if not reconvened, at any time thereafter, an additional fee of three hundred fifty (\$350) dollars from the party responsible. If responsibility cannot be determined, the parties to the Contract of Sale shall divide the fee and each pay one-half of the three hundred and fifty (\$350) dollar fee. This fee shall be over and above the closing, processing, overtime or any other fees charges by the Managing Agent.

Where Powers of Attorney are to be used at the closing, copies of the fully executed Powers of Attorney must be presented to the office of the Managing Agent a minimum of two weeks in advance of your closing date. Also, you must present your original Stock Certificate and original Proprietary Lease with all original Assignments, Assumptions and Consents (a full chain of ownership) at the time of closing. In the event that you have a cooperative loan secured by the Stock Certificate and Proprietary Lease, we recommend that you suggest to your attorney that he contact your lender at least two weeks prior to the closing date. Your attorney should inform your lender of the impending sale, and that you will require the Stock Certificate, Proprietary Lease, and a Payoff letter to be presented at the closing. This request by your attorney should also be made in writing.

This procedure is recommended because many lending institutions file documents in vaults at various locations for safekeeping. These institutions nearly always require advance notice to make such documents available at the closing.

If you or your lender do not have the original Stock Certificate, original Proprietary Lease or any original part of the chain of ownership for presentation at closing, the Managing Agent must be advised at least ten (10) days prior to the closing, in writing. Failure to conform to these steps will result in the closing being adjourned at your expense.

By proceeding in this manner, you can minimize the possibility of the closing being adjourned for failure to provide the documents necessary for transfer of ownership to your Purchaser.

SPECIAL HOUSE RULES ADDENDUM

This is an addendum to the lease between 24535 Owners Corp. and _____ dated _____.

I/we agree to abide by all the House Rules of 245 East 35th Street, and any changes that may be made to them from time to time by the Co-op Board, including, but not limited to:

- Providing a set of apt. keys for the "Emergency Lock Key Box".
- Should I/we change the locks, new keys will be provided immediately.
- No bicycles will be taken, or skates or roller blades be worn in the lobby, halls or elevator.
- Garbage will be placed in the incinerator, papers and recyclables taken to the designated bins in the basement areas.
- No pets (not withstanding that some pets currently reside in the building).
- No personal items such as door mats, umbrellas, boots or shoes will be left in the common area hallways.
- No moving in or out of the apartment on weekends or holidays.

Purchases/Undertenant _____
Name Date

Purchases/Undertenant _____
Name Date

Apt # _____

TRANSFER FEE AGREEMENT

24535 OWNERS CORP.
c/o Alexander Wolf & Company, Inc.
1 Dupont Street
Plainview, NY 11803

Re: Apt. # _____

Gentlemen:

I/we have been advised of an Amendment to the Proprietary Lease and By-Laws approved by the stockholders of 24535 Owners Corp. at a meeting called for this purpose held on October 10, 1995. The amendment provided for a Transfer Fee of \$5.00 per share to be charged to the Seller of shares at the time of the closing.

I/we agree that at the time of the closing of title of the above apartment to deliver to the representative of the Cooperative Corporation in attendance thereat a certified check or bank check directly payable to 24535 Owners Corp., the sum of \$_____ representing the aforesaid Transfer Fee as a condition to the closing which shall not take place unless the fee has been paid in full in the manner prescribed.

Very truly yours,

Date: _____