



# Garthchester Realty

www.GarthchesterRealty.com

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Forest Hills, New York 11375  
(718) 544-0800 F:(718) 520-7673

## NOTICE TO ALL RESIDENTS



### Re: YOUR MANAGEMENT TEAM

We would like to help direct your call or electronic inquiry efficiently so that your requests can be resolved in a timely and professional manner.

For your convenience, a list of staff assigned to your building and phone extensions are as follows:

#### **GARTHCHESTER TEAM @ 914-725-3600 (M-F 9:00am – 5:00pm):**

- Property Manager: Oscar Szomor ext 117 [oscar@garthchesterrealty.com](mailto:oscar@garthchesterrealty.com)
- Property Assistant: Rose Marie Sotero ext 115 [rosemarie@garthchesterrealty.com](mailto:rosemarie@garthchesterrealty.com)
- Billing & Receivables: Adele Frutkin ext 103 [adele@garthchesterrealty.com](mailto:adele@garthchesterrealty.com)
- Alterations/Renovations: Rose Marie Sotero ext 115 [rosemarie@garthchesterrealty.com](mailto:rosemarie@garthchesterrealty.com)
- Sales & Leasing: Edward Meltser ext 250 [MyPlatinumBroker@gmail.com](mailto:MyPlatinumBroker@gmail.com)

#### **AFTER BUSINESS HOURS & EMERGENCIES\*\* - Please call 866-246-0370**

**\*\*EMERGENCIES:** For issues that cannot wait 24 hours (such as a leak anywhere, front or side doors do not close properly, elevator not working, etc.).

Sincerely Yours,  
Garthchester Realty  
A/A/F 632 Palmer Road Owners, Inc.

