

WESLEY HOUSE, LTD.
10 Old Mamaroneck Road
White Plains, NY 10605

HOUSE RULES
(revised 05/2022)

1. The lobbies, public halls, elevators, and stairways of the building shall not be obstructed or used for any purpose other than ingress to and egress from the apartments in the building and the fire towers shall not be obstructed in any way.
2. Children shall not play in the public halls, courts, stairways, elevators, fire towers and roofs and shall not be permitted on the roof.
3. No public hall above the ground floor of the building shall be decorated or furnished by any Shareholder/Lessee in any manner without the prior consent of all the Shareholders/Lessees to whose apartments such hall serves as a means of ingress and egress; in the event of disagreement among such Shareholders/Lessees, the Board of Directors shall decide.
4. No Shareholder/Lessee shall make or permit any disturbing noises in the building or do or permit anything to be done therein which will interfere with the rights, comfort or convenience of other Shareholders/Lessees. No Shareholder/Lessee shall play upon or suffer to be played upon any musical instrument, or permit to be operated a stereo/radio, television, loudspeakers, or other audio/visual equipment, in such Shareholder/Lessee's apartment between the hours of 10:00pm and the following 8:00am, if the same shall disturb or annoy other occupants of the building. No construction or repair work or other installation involving noise shall be conducted in any apartment except on weekdays (not including legal holidays) and only between the hours of 8:00am and 4:30pm.
5. At least 80% of the floors of each apartment must be covered with wall to wall carpeting, area rugs (with padding), carpets, and/or furniture, excepting only kitchens, pantries, bathrooms, and closets.
6. No articles shall be placed in or on the halls, elevator, staircase landings or fire towers, nor shall anything be hung or shaken from the doors, windows, terraces or balconies or placed upon the window sills of the building.
7. No awnings, window air conditioning units or ventilators shall be used in or about the building except such as shall have been expressly approved by the Lessor or the managing agent, nor shall anything be projected out of any window of the building without similar approval.
8. No sign, notice, advertisement or illumination shall be inscribed or exposed on or at any window or other part of the building, except such as shall have been approved in writing by the Lessor or the managing agent.

9. The Shareholder/Lessee shall keep the windows of the apartment clean. In case of refusal or neglect of the Shareholder/Lessee during 10 days after notice in writing from the Lessor or the managing agent to clean the windows, such cleaning may be done by the Lessor, which shall have the right, by its officers or authorized agents, to enter the apartment for the purpose and to charge the cost of such cleaning to the Lessor.
10. No bicycles, scooters or similar vehicles or baby carriages shall be allowed to stand in the public halls, passageways, areas, elevator or courts of the building. Bicycle racks are located in both garages and are to be used for the storage of bicycles. The service or garage entrances are to be used when entering and exiting the building with such vehicles.
11. Garbage and refuse from the apartments shall be disposed of only at such times and in such manner as the Superintendent or the managing agent of the building may direct. Shareholders/Lessees and their family members, guests, and employees will observe the following rules with respect to refuse: Garbage and refuse from the apartments shall be disposed of using sturdy garbage bags and placed in the compacter chute located in the laundry rooms. Pizza boxes and other soiled food containers must be broken down, secured in garbage bags, and placed in the compactor chute; these items are not recyclable. Refrain from disposing waste of a flammable or explosive nature, aerosol cans, or paint cans down the compactor chute. The laundry rooms have a designated area for the recycling of newspapers and magazines only. Stairwell containers located on each floor are for plastic, glass, bottles, and cans; bottles should have their tops removed prior to placement in the bins. Should the stairwell container be full, please bring your recyclables down to the basement or call the porter for help as the stairwell needs to remain clear at all times. If there is a spill on the carpet or floor, please notify the doorman so that it may be treated promptly. All other items (e.g., larger boxes and items, paint cans, etc...) must be brought down to the basement and placed in the hallway near the service entrance; if you need assistance, please contact the porter or superintendent.
12. Each floor has a laundry room for use by the residents of the building; laundry rooms may be used between the hours of 8am and 11pm. Please keep machine surfaces clean, and remove lint from the dryer after use. Should there be a malfunction with or repairs needed to the machines, please contact Hercules as listed in the laundry room and notify the superintendent. Laundry cards are required to use the washers and dryers.
13. Water closets and other water apparatus in the building shall not be used for any purpose other than those for which they were constructed, nor shall any sweepings, rubbish, rags or any other article be thrown into the water closets. The cost of repairing any damage resulting from misuse of any water closets or other apparatus shall be paid for by the Shareholder/Lessee in whose apartment it shall have been caused.
14. No Shareholder/Lessee shall send any employee of the Lessor out of the building on any private business of a Shareholder/Lessee.

15. Excluding service animals and emotional support animals, no bird, animal, or other pets shall be kept or harbored in the building. No pigeons or other birds or animals shall be fed from the window sills, terraces, and balconies or in the yard, court spaces or other public portions of the buildings or on the sidewalk or street adjacent to the building. No visitors with pets, excluding service animals and emotional support animals, shall be permitted entry to the building.
16. No radio, television or satellite aerials shall be attached to or hung from the exterior of the building without the prior written approval of the Lessor or the managing agent.
17. All Shareholders/Lessees and residents will abide by all policies and rules made by the Lessor with regard to the garages, parking spaces and the driveways thereto. No vehicle belonging to a Shareholder/Lessee or resident, or to a member of the family or guest or employee of a Shareholder/Lessee or resident, shall be parked in such manner as to impede or prevent ready access to any entrance of the building by another vehicle. No parking is permitted, by either residents or visitors, on the Wesley House driveways since it would interfere with free access by fire and other emergency vehicles and equipment.
18. It is recommended that you give the Superintendent a copy of your door key and/or an emergency contact number. Please be advised that if the building does not have a spare set of keys for your unit, Shareholders/Lessees will be responsible for any damage that may be caused in the process of accessing your unit in the event of an emergency.
19. All Shareholders/Lessees and residents must notify the Superintendent of all renovation/remodeling work scheduled to be done in the apartment. The Superintendent must be notified of all plumbing work prior to any work being done. If any work involves structural changes to the apartment, the plans must first be presented and approved by the Board of Directors in advance of the work commencing. All contractors must be insured and a Certificate of Insurance must include "Wesley House, Ltd." and the property management company as additional insureds. Any contractors or others working in an apartment must use the service entrance.
20. The Lessor shall have the right from time to time to curtail or relocate any space devoted to storage or laundry purposes.
21. The Superintendent must be contacted to schedule any moving in or out activities, at least one week prior to the move. A \$500 move-in deposit and \$1,000 move-out deposit is required, to be provided to the property management company. Moving companies must be insured (liability and workmen's compensation coverage) and a Certificate of Insurance must include "Wesley House, Ltd." and the property management company as additional insureds and be provided prior to the moving date. The service entrance must be used by moving companies for all moving in/out activities. Moving in/out may only be conducted between the hours of 8:00am and 4:30 pm, Monday through Friday. No moving in/out activities are allowed on the weekends.

22. Large deliveries (e.g., appliances, furniture, etc...) must be coordinated with the Superintendent ahead of time. Delivery companies must be insured and a Certificate of Insurance must include "Wesley House, Ltd." and the property management company as additional insureds and be provided prior to the delivery date. The service entrance must be used for all such deliveries, and may only be conducted between the hours of 8:00am and 4:30 pm, Monday through Friday. Such deliveries may not be accepted on the weekends.
23. The agents of the Lessor, and any contractor or workman authorized by the Lessor, may enter any apartment at any reasonable hour of the day for the purpose of inspecting such apartment to ascertain whether measures are necessary or desirable to control or exterminate any vermin, insects or other pests for the purpose of taking such measures as may be necessary to control or exterminate same; the cost thereof shall be payable by the Shareholder/Lessee.
24. No Shareholder/Lessee shall install any plantings on the terrace, balcony or roof without the prior written approval of the Lessor. Plantings shall be contained in boxes of wood lined with metal or other material impervious to dampness and standing on supports at least two inches from the terrace, balcony or roof surface and if adjoining a wall, at least three inches from said wall. Suitable weep holes shall be provided in the boxes to draw off water. In special locations, such as a corner abutting a parapet wall, plantings may be contained in masonry or hollow tile walls which shall be at least three inches from the parapet and flashing, with the floor of the drainage tiles and weep holes in operating condition.
25. Water beds and laundry machines are prohibited from installation and use in any apartment.
26. Shareholders/Lessees shall reimburse or compensate Lessor for any damage or injuries to trees, shrubs, and plants in or on the property of which the demised premises form a part caused by the Shareholder/Lessee or any member or the Shareholder/Lessee's family, employees, agents, visitors, licensees, or pets.
27. Shareholders/Lessees shall not mark, drill, or in any way deface any part of the premises or the building of which they form a part. No boring, cutting, or stringing of wires shall be permitted, except with the prior written consent of the Lessor and except as Lessor may direct.
28. Complaints regarding the service of the building shall be made in writing to the managing agent of the Lessor.
29. Any consent or approval given under these House Rules by the Lessor shall be revocable at any time.
30. All Shareholders/Lessees are required to maintain a Homeowners-6 ("HO-6") insurance policy with a minimum coverage of \$300,000 of Personal Liability Protection Coverage.

All Shareholders/Lessees must provide a copy of a current Certificate of Insurance with HO-6 coverage in the above stated minimum to the Managing Agent annually. The failure and/or refusal of a Shareholder/Lessee to submit the necessary documents shall constitute a violation of the House Rules and material default and substantial breach under the Proprietary Lease.

31. Shareholders/Lessees are not permitted to sublease their unit.
32. The fitness center is for use by Shareholders/Lessees and residents only. Guests are not permitted to use the fitness center.
33. Shareholders/Lessees and residents shall notify the Board of Directors of any individuals not named in the original lease residing in, or intending to reside in, the building. Such individuals shall be required to meet with the Board and agree to abide by the policies, rules, and regulations of the cooperative.
34. Violation of the House Rules may result in financial penalties or other adverse action against the Shareholder/Lessee.
35. These House Rules may be added to, amended or repealed at any time by the resolution of the Board of Directors of the Lessor.

I have read the above and agree to adhere to the House Rules of The Wesley House, Ltd.

Signature of Purchaser

Date

Signature of Co-Purchaser/Resident

Date