HUDSON TROY TOWERS GENERAL POLICY INFORMATION

The following is a summary of important house rules and policies of Hudson Troy Towers Apartment Corporation that should be of interest to prospective sub-tenants:

- The on-site Management Office is open Monday – Friday from 9 am – 5 pm. If you any questions for management you may contact the Management Office directly or by e-mail.
- You must notify the Management office prior to moving in or out in order to be allocated an elevator. Moving is scheduled Mon – Fri from 9:00 am – 5:00 pm.
- You must inform the Management Office as well as your landlord/unit owner if the apartments' occupants change. Anyone over 30 days must be registered.
- There is a requirement for an emergency notification form to be in your file in the office. It is enclosed in the purchase/sub-let package.
- There is a requirement for the Management Office to have an apartment key for emergencies.
- Pet policy allows cats, birds, fish, and no more than one dog per apartment. Visitors may not bring their dogs into the building to visit. You must abide by the pet policy regulations at all times.
- Absolutely no use of Airbnb or similar online or personal sublet/hostel/housing services are permitted anywhere in Troy Towers and throughout Union City; no exceptions.
- All subletting is to be confirmed by management and approved by the board, subject to corporation guidelines.
- Only Electric barbeque grills are permitted on the open terraces, no gas, charcoal grills nor fire pits, are permitted.
- There is NO Smoking in the common areas (lobby, pool, hallways, stairwells, incinerators, etc) in the building, and cigarettes may not be tossed from terraces. You will be held responsible for your guests to comply.
- Parking on the front circle is limited to 30-minutes and the use of the vehicle's 4-way flashers is mandatory. Guest parking is for guests only, not residents. It costs $5 for every 8 hours and $10 for up to 24 hours. This will be charged to your landlord for the following month and you are responsible for reimbursing your landlord as per your sublease.
- Monthly parking and pool guest passes are also billed to your landlord and to be reimbursed by you. Each apartment is entitled to one free guest at the pool.
- Gym membership is optional and costs $240 for the year, billed every January.
- There is a noise policy in the building; 80% of the floor must be covered with carpeting or like material.
- Troy Towers uses Building Link for its communication tool. This software records packages received, work orders, and emergency contacts for use by the management office. Sign in by residents is required, and notices are sent to residents via email.
- Troy Towers' staff is not allowed to perform private jobs for residents during their scheduled work shifts. Non-compliance will result in an Administrative charge and the loss of staff job.
- Recycling is mandatory at Troy Towers. Please use the designated bins in the trash closets.
- Please ask to see and read the By-Laws, House Rules and Fire Safety Procedures.

The above information, while deemed from reliable sources, is subject to errors, omissions, or change of terms, without notice. Hudson View Realty makes no express representation as to the accuracy hereof.
Please ask for verified information at the time of consideration.