

"CONSTRUCTION RULES"

Chipping Hammer

1. Arrangements need to be made with the office at least 24 hours in advance.
2. Chipping will only be authorized Monday, Tuesday & Thursdays.
3. 2 days maximum allowed to chip for 1 & 2 bedroom apartments and 3 days maximum for 3 or more bedrooms (2 days one week & 1 day another week).

Sprinkler Shut down

1. Arrangements need to be made with the office at least 48 hours in advance.
2. Shut downs will only be scheduled for Monday, Tuesday & Thursdays.
3. The first shutdown will be complimentary. There will be a \$30 charge for each additional one that will be deducted from the construction deposit.

Debris Removal & All Deliveries

1. Arrangements need to be made with the office at least 24 hours in advance.
2. We will cover the carpet each time, the first 2 times are complimentary. There will be a \$50 charge for each additional time that will be deducted from the construction deposit.
3. Tile Delivery: Tiles will need to be taken up little by little (weight must be distributed evenly within the elevator). All tiles and installation materials must be placed inside the unit by 5pm. The receiving area must be cleaned and all palettes removed by then (NO EXCEPTIONS).
4. Dumpster: Please call the office to make arrangements at least 48hrs in advance. Contractors are responsible for bringing plywood to be placed under the dumpster to protect the flooring. They can only remain on premises for a maximum of 48hrs, they

must be picked up by 4pm of the day in which they are scheduled to be picked up. (UNDER NO CIRCUMSTANCES CAN THEY STAY OVER THE WEEKEND).

Please be advised that nothing can be left in the receiving area

Tile Installation

1. The office will need to inspect the soundproofing and/or waterproofing prior to any flooring material being installed. Please call 24 hours in advance to schedule the inspection.
2. All tile cutting must be done inside the apartment (NOT ON BALCONIES).

General

1. During remodeling project all windows and doors must remain closed (SPECIALLY FRONT DOOR).
2. Place a floor mat on the outside of the front door in order for those exiting the apartment to clean their feet instead of trekking the dirt all over the hallway carpet. At the end of the day, the floor mat must be placed inside the apartment and the contractor must make sure that the area outside of the unit and hallway is properly cleaned. Any area left dirty will be cleaned by us and we will deduct a \$30 cleaning fee from the construction deposit.
3. Contractors and their employees must use the bathrooms inside the apartment for the duration of the remodeling project. Please make sure to have a functioning bathroom at all times. (UNDER NO CIRCUMSTANCES MAY THE WORKERS USE THE BUILDINGS BATHROOMS).

Revised 3/3/16