

NOTIFICATION TO NEIGHBORS

To: Mr. and Mrs. _____

Apartment _____

Re: Alteration of our Apartment _____

Dear Neighbor:

Pursuant to the Rules of the building, we hereby notify you that on _____, we will commence renovation of our apartment _____ in the building.

We will instruct our contractors to exercise care to minimize the noise during construction. It would be impossible to eliminate all the noise completely and hope you will understand and bear with us during this period.

We expect that the renovation will be completed within _____ calendar days.

In addition, pursuant to the Rules, we are required to notify you that we will indemnify you for any damages you sustain as a result of the renovation. For this purpose we request that you allow the superintendent or our designated representative to inspect your apartment prior to commencement of work.

Please contact us to schedule an inspection.

Very truly yours,

Home () _____

Office () _____

Date: _____

cc: Orsid Realty Corp.
1740 Broadway, 2nd Floor
New York, New York 10019
Attn: Alterations Department