

SHAREHOLDER NEW APPLIANCE INSTALLATION
ALL APPLIANCES INSTALLED MUST BE AN ENERGY
STAR RATED APPLIANCES IF AVAILABLE

DATE _____

Shareholder Name: _____ Shareholder # _____

Address: _____ Up _____ Down _____

Home Phone _____ Business Phone _____

Whether the appliances are chargeable or non-chargeable they must be reported to the Management Office and inspected by Maintenance
Check off ALL NEW appliances installed and provide receipts for Purchase & Installation

Note: All appliances must be installed according to the manufacture's specifications

Refrigerator _____ installation date _____

Electric Stove _____ installation date _____

Microwave _____ installation date _____

Dishwasher _____ installation date _____

Washing Machine (1 unit) _____ installation date _____

Electric Dryer (1 unit) _____ installation date _____

Gas Dryer (1 unit) _____ installation date _____

Washer/Dryer Combo(1 unit) _____ installation date _____

Washer/Dryer Combo(2 units) _____ installation date _____

Jet Tubs: _____ installation date _____

Living room A/C _____ installation date _____

Bedroom A/C _____ installation date _____

Bedroom A/C _____ installation date _____

Bedroom A/C _____ installation date _____

Dining room A/C _____ installation date _____

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Air Conditioners are pro rated. Any installation of an air conditioner prior to August 31st is back charged from January 1st.

If any appliance is installed and it does not have the Energy Star Rating, if available, a \$10.00 APPLIANCE surcharge will be added to your monthly maintenance account.

The APPLIANCE surcharge will be \$10.00 a month per appliance, for a total of \$120.00 annual surcharge per appliance. This appliance surcharge will cover the increase in electric consumption.

Shareholders must return this form to the Management Office and call Maintenance at 718-631-8550 to set up an appointment for an appliance inspection. Failure to report any appliance will result in fines and back charges.

Shareholder Signature

Date:

Management Office Signature

Date:

RETURN TO THE MANAGEMENT OFFICE ONLY

DO NOT FORGET TO ATTACH YOUR RECEIPTS FOR THE APPLIANCES. ALSO INCLUDE WRITTEN MANUFACTURE'S PROOF THAT THE APPLIANCE IS ENERGY STAR RATED