

SHAREHOLDER 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 and installation.
If you are disconnecting an appliance please put the date of removal or disconnect.

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

Refrigerator	_____	Installation Date:	_____	Energy *	_____
Kimchi Fridge	_____	Installation Date:	_____	Energy *	_____
Wine Fridge	_____	Installation Date:	_____	Energy *	_____
Freezer	_____	Installation Date:	_____	Energy *	_____
Gas Stove	_____	Installation Date:	_____	Energy *	_____
Microwave	_____	Installation Date:	_____	Energy *	_____
Dishwasher	_____	Installation Date:	_____	Energy *	_____
Washing Machine (1 Unit)	_____	Installation Date:	_____	Energy *	_____
Electric Dryer (1 Unit)	_____	Installation Date:	_____	Energy *	_____
Gas Dryer (1 Unit)	_____	Installation Date:	_____	Energy *	_____
Washer/Dryer Combo (1 Unit)	_____	Installation Date:	_____	Energy *	_____
Washer/Dryer Combo (2 Units)	_____	Installation Date:	_____	Energy *	_____
Jet Tub	_____	Installation Date:	_____	Energy *	_____

AIR CONDITIONER

Living Room A/C	_____	Installation Date:	_____	Energy *	_____
Bedroom A/C	_____	Installation Date:	_____	Energy *	_____
Bedroom A/C	_____	Installation Date:	_____	Energy *	_____
Bedroom A/C	_____	Installation Date:	_____	Energy *	_____
Dining Room A/C	_____	Installation Date:	_____	Energy *	_____

Air conditioners are pro-rated. Any installation of an air conditioning unit prior to August 31st is back charged from January 1st.

SHAREHOLDER NEW APPLIANCE INSTALLATION OR DISCONNECT

**ALL APPLIANCES INSTALLED MUST BE AN ENERGY
STAR RATED APPLIANCES IF AVAILABLE**

If any appliance is installed and it does not have the Energy Star Rating, a \$10.00 APPLIANCE surcharge will be added to your monthly maintenance account. An energy efficient appliance is not necessarily ENERGY STAR RATED; make sure it states ENERGY STAR RATED

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

Maintenance Office 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 MANUFACTURER'S PROOF
THAT THE APPLIANCE IS ENERGY STAR RATED**