

**City Urban Realty
c/o CUR 244W72 Holdings LLC
99 Madison Avenue, Suite 606
New York, NY 10016**

March 17, 2026

To: **Melanie Aschwanden**

Re: 244 West 72nd Street #12F

Melanie -

Welcome to the building! This letter contains important information for your reference.

Set up your utilities. Call Con Edison 1-800-752-6633 and set up your gas and electric account effective when your lease starts, even if you are not living there yet.

For cable and internet, contact Spectrum at 1-855-243-8892. We do not permit any satellite dishes installed on our property, even if there are existing dishes that were illegally installed.

Garbage, boxes, recycling: Garbage collection takes place on Mondays, Wednesdays, Fridays and Saturdays. Recycled items are collected every Wednesday. See the Recycling Notice for details.

Rent is due on the 1st of every month and considered late if not received by the 5th.

Building Manager Contact:

David Ares:
management@cityurbanrealty.com

Super/Maintenance Contact:

Alex:
646-708-4669
buildingsuperintendent@hotmail.com

Rent Checks Made Payable To:

via Buildium

Move-In / COI / Risk Management

Kevin Piacente
RiskTransfer@traynergroupp.com
kpiacente@traynergroupp.com

This letter is a receipt for **\$7,850.00** representing rent and security deposit received upon lease signing.

Lastly, we recommend leaving a duplicate set of keys with a friend in case you get locked out. Lockouts are not considered a maintenance issue. We will charge \$250 for any nighttime key replacements (8pm-7am) and \$100 for any daytime key replacements (after 7am and before 8pm).

We respectfully request that you be kind and courteous to all staff and workers. We are here to help. Please reach out if you have questions or concerns.

Sincerely,

Management