



# W.O.T.C. TENANTS' CORP.

73-10 220 STREET (REAR OF BUILDING) BAYSIDE, NEW YORK 11364 • (718) 464-7023 • FAX (718) 464-7901

August 22, 2017

All Residents  
Windsor Oaks Tenants Corp.

Re: Flower Pots, Flower Boxes  
House Rules Reminders

Dear Residents:

Please be advised that all flower pots, hanging flowers and flower boxes MUST be removed off the steps to the entrance of the apartments. You may place flower pots NEXT to your steps. The House Rules are clear in that;

An apartment entrance shall not be obstructed or used for any purpose other than to enter and exit an apartment. Flower boxes must not obstruct handrails or doorways.

PENALTY = \$35.00 - 1<sup>st</sup> Offense  
\$50.00 - 2<sup>nd</sup> Offense  
\$75.00 - Each Subsequent Offense

No common area or exterior of any apartment may be decorated or furnished which would cause damage to the brickwork or aluminum siding, e.g. plant hangers, holiday decorations or flags. For installation procedures of antennas, alarm boxes or satellite dishes, please contact the Property Manager for written approval.


PENALTY = \$35.00 - 1<sup>st</sup> Offense  
\$50.00 - FOR EACH MONTH VIOLATION REMAINS  
UNCORRECTED PLUS COST OF REPAIR

Gardening is not permitted anywhere on the property. Outdoor flower pots may not contain herbs or vegetables.

PENALTY = \$35.00 - 1<sup>st</sup> Offense  
\$50.00 - 2<sup>nd</sup> Offense  
\$75.00 - Each Subsequent Offense

Please endeavor to clear the steps of flower pots especially in anticipation of the window project. These House Rules will be enforced. Thank you for your cooperation and understanding.

Sincerely,

  
Janet F. Cowlan  
Property Manager  
W.O.T.C. Tenants' Corp.