

**3616 HENRY HUDSON PARKWAY OWNERS CORP.
3616 HENRY HUDSON PARKWAY
RIVERDALE, NY 10463**

Re: Amended Pet Policy/Pet Sitting Requests

Dear Residents:

Please be reminded that in accordance with the House Rules of the Building, pets (dogs) are not permitted to be harbored in the building unless prior written approval is received from the Board of Directors.

However, regarding the issue of “visiting pets/dogs”, the Board recognizes that on occasion circumstances might exist that present a need for a tenant to have to “pet/dog sit” for a short period of time.

The following policy must be followed:

1. Pet/dog sitting requests cannot exceed more than ten (10) days.
2. The request must be **received by management in writing or emailed to ksandoval@garthchester.com** in advance of no less than five (5) days, which requires Board and/or Management approval.
3. Each request must indicate the arrival and departure date of the “pet/dog” and indicate specifically what type of breed and the approximate weight.

Additionally, and for reference, please find attached guidelines for pet sitting. Thank you in advance for your anticipated cooperation.

Sincerely yours,

Garthchester Realty

A/A/F 3616 Henry Hudson Parkway Owners Corp.

**3616 HENRY HUDSON PARKWAY OWNERS CORP.
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RIVERDALE, NY 10463**

Re: Pet Sitting Guidelines

Dear Resident:

Please be advised of the following guidelines that must be adhered to while pet sitting:

1. The side entrances rather than the main lobby must be used when entering and exiting the building with the dog.
2. If you are waiting for the elevator and fellow passengers object to riding with the dog, you agree to wait for the next elevator.
3. The dog must always be on a leash.
4. The dog is not allowed in the playground, garden or laundry room at any time.
5. Any “accidents” must be cleaned up immediately and scooped up if walking on the curb around the building. Furthermore, you agree to indemnify the Cooperative for the cost of any damage or cleaning of carpets or floors due to the dog.
6. It is expected that the dog will be properly trained not to jump up on other residents and/or be aggressive to other residents or pets.
7. If the dog is aggressive or not appropriately handled, the Board has the right to revoke your right to keep the dog.

By signing this form, you acknowledge and agree to adhere to all pet sitting guidelines.

Sincerely yours,

Garthchester Realty

A/A/F 3616 Henry Hudson Parkway Owners Corp.

PRINT NAME: _____ APT. # _____

SIGNATURE: _____ DATE: _____