

ANDREWS  
BUILDING  
CORPORATION

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New York, NY 10012  
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THE SPEARS BUILDING CONDOMINIUM  
SHORT FORM ALTERATION APPLICATION AND AGREEMENT

DATE: \_\_\_\_\_

TO: BOARD OF MANAGERS  
THE SPEARS BUILDING CONDOMINIUM  
C/O ANDREWS BUILDING CORPORATION  
666 BROADWAY  
NEW YORK, NEW YORK 10012

FROM: UNIT OWNER: \_\_\_\_\_

APARTMENT #: \_\_\_\_\_

THIS SHORT FORM OF THE SPEARS BUILDING CONDOMINIUM ALTERATION APPLICATION AND AGREEMENT IS TO BE USED FOR RELATIVELY MINOR MODIFICATIONS TO AN APARTMENT. ITS INTENT IS TO PROTECT OWNERS AND THE SPEARS BUILDING CONDOMINIUM. ALL TERMS OF THE SPEARS BUILDING ALTERATION APPLICATION AND AGREEMENT ARE INCLUDED BY REFERENCE IN THIS SHORT FORM EXCEPT AS SPECIFICALLY NOTED. HERE IS A LIST OF MODIFICATIONS COVERED BY THIS SHORT FORM:

- \* PAINTING, PLASTERING AND WALL PAPERING
- \* INSTALLATION OF CABINETRY WHICH DOES NOT REQUIRE ALTERING THE PLUMBING OR ELECTRICAL LINES
- \* INSTALLATION OR REPLACEMENT OF LIGHTING FIXTURES OR CEILING FANS WHICH DOES NOT REQUIRE ALTERING THE ELECTRICAL LINES
- \* INSTALLATION OR REPLACEMENT OF REFRIGERATORS, FREEZERS, MICROWAVES, STOVES, AIR CONDITIONERS WHICH DO NOT REQUIRE THE ALTERATION OF ELECTRICAL OR PLUMBING LINES
- \* INSTALLATION OR REPLACEMENT OF WINDOW SHADES, CURTAINS, OR WEATHER PROOFING
- \* INSTALLATION OR REPLACEMENT OF FLOOR COVERINGS
- \* INSTALLATION OR REPLACEMENT OF DOORS, DOOR LOCKS OR OTHER LOCKING MECHANISMS OR ALARMS

I HEREBY REQUEST PERMISSION FROM THE BOARD OF MANAGERS OF THE SPEARS BUILDING CONDOMINIUM (HEREINAFTER REFERRED TO AS THE BOARD), WHOSE AGENT IS ANDREWS BUILDING CORPORATION (HEREINAFTER REFERRED TO AS THE AGENT) TO DO THE WORK IN THE ABOVE APARTMENT WHICH IS DESCRIBED IN THE ATTACHED DOCUMENTS (HEREINAFTER REFERRED TO AS THE WORK) WHICH DOCUMENTS FORM PART OF THIS SHORT FORM APPLICATION.

I AGREE TO THE FOLLOWING:

1 SF. SUBMIT TO THE AGENT WITH THIS APPLICATION A SPECIFIC ROOM BY ROOM WRITTEN DESCRIPTION (AND DRAWINGS, IF APPLICABLE) OF THE MODIFICATIONS TO BE MADE. I UNDERSTAND THAT THE AGENT MAY REQUEST DETAILED PLANS AND SPECIFICATIONS PREPARED BY A LICENSED ARCHITECT AND/OR ENGINEER IN ADDITION TO THE WRITTEN DESCRIPTION. THESE MODIFICATIONS SHALL NOT BE CHANGED IN ANY WAY AFTER THEY ARE APPROVED BY THE AGENT WITHOUT THE AGENT'S SUBSEQUENT REVIEW AND APPROVAL.

2SF. I AGREE THAT I HAVE A COPY OF THE SPEARS BUILDING ALTERATION APPLICATION AND AGREEMENT AND THAT I HAVE READ IT AND I AGREE TO ABIDE BY IT TO ITS FULL EXTENT, EXCEPT AS FOLLOWS: PARAGRAPHS 1 AND 2 IN THAT AGREEMENT ARE REPLACED IN THIS SHORT FORM APPLICATION BY THE NUMBERED PARAGRAPHS 1SF AND 2SF, AND PARAGRAPH 24 IN THAT AGREEMENT IS REPLACED BY PARAGRAPH 3SF. PARAGRAPH 18 OF THAT AGREEMENT REGARDING A SECURITY DEPOSIT DOES APPLY TO THIS SHORT FORM APPLICATION.

3SF. BEFORE ANY WORK CAN PROCEED, I MUST HAVE RECEIVED A SHORT FORM ALTERATION APPLICATION SIGNED BY AN OFFICER OF THE BOARD OR BY THE AGENT.

\_\_\_\_\_  
UNIT OWNER

\_\_\_\_\_  
APT. #

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

ACCEPTED FOR THE SPEARS BUILDING CONDOMINIUM BOARD OF MANAGERS

BY: \_\_\_\_\_

DATE