



WILDWOOD & SOUNDVIEW  
GARDEN  
APARTMENTS

## **IMPORTANT INFORMATION FOR TENANTS**

### **SNOW**

While we hope that we experience mild winters, all of our residents are cautioned as to the risks associated with snow removal and snow removal equipment at our community. All residents are advised to stay away from snow removal equipment at all times, whether that equipment is in use, or parked. Further, all residents, their children and guests are advised not to climb, walk upon, play on, or play in the accumulated snow piles. Use extra caution while walking on pathways, sidewalks and the parking lots during and after snow removal work as they may be slippery. Please realize that “freeze/thaw” conditions may make these areas dangerous even after we initially treat them.

### **RECYCLING**

There are **BLUE** recycling containers on site which you can use to deposit your recyclables. The containers are located in the Wildwood parking lots behind buildings 3-4, 7-8 and 32-33. You can use these to dispose of paper recyclables as well as bottles and cans. Pickup will be on Fridays.

### **APARTMENT LOCKOUT POLICY – as per clause #52 of the lease:**

Ways to prevent lockouts in order to avoid being charged for re-entry fees:

- Try to leave a key with a neighbor.
- Push the mortise lock button on the side of the door to the open position if you are leaving your apartment for just a few minutes. Re-lock when back in the apartment.
- Keep a spare key in your wallet, or pocketbook.

If you do get locked out you may take one of the following steps:

1. On Monday through Friday (excluding holidays) from 9:30am to 4:00pm you may come to the main office for help, or to find the superintendent on the premises. There is no fee for this service. We cannot guarantee that the office will always be open during these hours. **YOU MUST PROVIDE US WITH PROOF OF IDENTITY!**
2. After these hours, but prior to 9pm, you may call the emergency phone line at 516-387-1071, and a staff member, if available, will be contacted to meet you to gain access. **YOU MUST LEAVE A CALLBACK NUMBER** (for your cell phone, neighbor, etc.) so that the staff member can speak to you prior to opening your door. There will be a fee payable directly to the staff member for this service. Make sure you discuss this fee prior to asking for someone to come to the apartment. If you cannot wait for this service, or if there is no one available (and after 9pm) you always have the option of calling a locksmith. This option will be at your sole cost and expense.
3. The Rental Agent is not permitted by management to unlock any door at any time. Please do not contact her regarding locked doors as she cannot and will not be able to help you.

### **SMOKING – as per clause #50 of the lease:**

In order to be fully compliant with Article 13-E of the Public Health Law, Nassau County Public Health Ordinance Article VIII, and Nassau County Local Law #7, the following rules relative to tobacco smoking are to be observed by all tenants and employees:

NO SMOKING IS PERMITTED IN ANY COMMON AREA OF THE APARTMENT BUILDING INCLUDING HALLWAYS, STAIRWELLS, LAUNDRY ROOMS AND STORAGE ROOMS.

IN ADDITION AND IN ACCORDANCE TO APARTMENT HOUSE REGULATIONS, THERE IS NO SMOKING PERMITTED ON ANY EXTERIOR STOOP OR WALKWAY OR WITHIN 20 FEET OF THE EXTERIEOR OR THE BUILDINGS.

ADDITIONALLY, ALL CIGARETTE BUTTS MUST BE PROPERLY DISPOSED OF! Please do not use our garden beds, lawns, or walkways as an ashtray.

We cannot regulate tenant smoking within an apartment. If you are a smoker please be aware that even occasional smoking does affect other tenants in the building. Please consider purchasing an air purifier or other smoke eating device. Cigar smoking within your apartment is prohibited.

Should you have any questions, or wish to make a complaint about any violations of the law, or apartment house regulations please do so in writing by contacting:

Wildwood Gardens  
P.O. Box 365  
Port Washington, NY 11050

Soundview Gardens  
P.O. Box 414  
Port Washington, NY 11050

### **FIRE AWARENESS**

- Christmas tree lighting can cause a fire. Plug them into a power strip with a built in circuit breaker. Please use LED bulbs as they are safer than incandescent, use much less energy, and are very low heat.
- Do not allow live Christmas trees to dry out. Keep them hydrated by using a base that has a water reservoir. Discard them in the dumpsters, or recycle them as soon after the holidays as possible.
- Monitor the use of holiday candles and menorahs carefully. Never leave your apartment with candles still burning! Please use LED electric bulbs instead of flame candles.
- Don't leave pots unattended on the stove and be sure to **shut off the gas when you are finished cooking.**
- Defective hair dryers, curling irons, toasters and frayed wires are a source of danger. Inspect these items regularly and unplug them when not in use.
- Too many lighting fixtures or appliances runing off of one outlet can cause a short circuit. Plug multiple cords into a power strip that has a built in circuit breaker. Please report apartment circuit breakers that pop off to the super **immediately.**
- Do not store any tires, flammable liquids, rags, mattresses, box springs, newspapers, or other simliar items in the storage room. These dangerous items will be removed without further notice.
- The storage of e-bicycles/e-vehicles, which are powered by lithium ion batteries, are strictly prohibited in your apartment, the storage room, or anywehre else on the Landlords premises.
- **DO NOT SMOKE IN BED, again.. DO NOT SMOKE IN BED!**
- Contact maintenance immediately if your smoke and or smoke/CO alarm unit does not funtion properly. Do not disable or remove the detectors.
- It is required that you purchase renters insurance. Renters insurance covers your valuables against loss and gives you certain liability coverage. The Landlord's insurance does not cover your personal possessions, or liability. This type of insurance is available from most insurance companies and is relatively low cost.

### **PARKING - as per clause #54 of the lease:**

Due to the fact that at certain times the smaller parking lots at Wildwood Gardens may be full, we are requesting that tenants who have cars that are being used only occasionally park them in the larger lots or on the street.

We will also be enforcing the lease rider, which states "Except for temporary visitors, all vehicles parked in apartment building parking lots must have valid inspection, registration stickers and license plates registered to a bonafide Tenant

currently in occupancy. Vehicles illegally parked will be towed away by the Landlords contractor at the sole risk and expense of the Tenant. Said expense shall be considered as additional rent. Boats, boat trailers, trucks, or recreational vehicles are prohibited at any time (including temporarily) in parking lots and are subject to all the rules as listed in this clause". Vehicles are also considered illegally parked if they are not parked in a marked parking space. We anticipate that these actions will benefit all residents by discouraging some residents from storing and illegally parking their cars in our lots.

Thank you for your cooperation!

**WILDWOOD GARDENS:**

**SPIVACK REALTY CO., INC.**

**P.O. Box 365**

**Port Washington, NY 11050**

**SOUNDVIEW GARDENS:**

**SOUNDVIEW GARDENS INC.**

**P.O. BOX 414**

**Port Washington, NY 11050**

**MANAGEMENT OFFICE CONTACT INFORMATION:**

**ADDRESS:**

**7 WILDWOOD GARDENS,**

**PORT WASHINGTON, NY 11050**

**REAR, LOWER-LEVEL BASEMENT OFFICE**

**PHONE:**

**516-883-2110**

**EMAIL:**

**[PROPMGRS@GMAIL.COM](mailto:PROPMGRS@GMAIL.COM)**