

**TO: ALL RESIDENTS
THE BELVEDERE - 84-12 35th AVENUE APTS CORP**

FROM: AILEENA PACHECO | PROPERTY MANAGER

DATE: MAY 17, 2023

RE: STORAGE BIN RENTAL AND BIKE STORAGE

In order to accommodate the demand for storage needs in an orderly and equitable manner, please note that: **All requests for renting storage bins and bike storage in the building must only be made directly with the Property Manager, Aileena Pacheco via email at AileenaP@argo.com or by calling 718-650-6322. Please include your name and apartment number when making the request. Do not contact the Superintendent or store items without first contacting the Property Manager.**

If no storage bins are available at the time of your request, your name will be wait-listed with the Property Manager on a first come, first serve basis. You will be contacted by the Property Manager when a space is available.

The monthly storage bin fee is \$40.00. The monthly bike storage fee is \$10.00 for adult bikes and \$5.00 for childrens' bikes. Once the storage locker or bike tag is assigned, your monthly charge will appear on your maintenance statement.

Please see the back regarding items prohibited from storing. Also no items are to be stored on top of or outside of the storage bins.

Thank you for your understanding and cooperation.