

Royal York Owners Corp.  
425 East 63<sup>rd</sup> Street  
420 East 64<sup>th</sup> Street  
New York, New York 10065

#### GUEST POLICY

Paragraph 14 (a) of Royal York's lease provides that "the apartment may be occupied from time to time by guests of the Lessee for a period of time not exceeding one month, unless a longer period is approved in writing by the Lessor, **but no guest may occupy the apartment unless one or more of the permitted adult residents are then in occupancy or unless consented to in writing by the Lessor.**"

Royal York's Board of Directors is required to enforce the terms of the lease. Therefore, we must request that no guest be permitted to occupy your apartment unless you are then in occupancy.

In the event you would like to have your apartment used by a guest during a period of time you will not then be in occupancy (in no event for a period of time exceeding one (1) month), then you must, pursuant to the requirements of the lease, submit in advance a written request that consent thereto be granted.

Noncompliance with the foregoing will result in the determination that you are in breach of your lease, thereby requiring the Board to commence appropriate legal action.