INFORMATION FOR EMPLOYEE & FACULTY TENANTS in NYULMC Housing at Waterside Plaza

NYU Langone Medical Center leases apartments from Waterside Plaza management. Each apartment has window shades or blinds, a bathroom, and a kitchen. Each kitchen is equipped with a refrigerator, stove (cooker), oven, and sink. Microwave ovens are not provided. There are no storage facilities in the building. There is 24-hour staffing in the lobby, and a laundry room. For more information on the building facilities, see www.watersideplaza.com (Not all details apply to NYULMC apartments or tenants.)

Waterside Plaza strictly does not permit dogs; cats are permitted. Smoking is not permitted in NYULMC facilities, including its residences.

Your mailing address: Your name, Bldg. Number Waterside Plaza, Apartment # ______, New York, NY 10010
Please do not send packages, furniture, or other deliveries in advance of your arrival because these cannot be accepted or stored.

Waterside moves, key pickups, and personal furniture deliveries, are permitted Monday through Friday, 9am to 4pm only, except holidays, with your prior arrangement with Waterside Plaza management.

You must directly contact Dawne Crawford dcrawford@watersideplaza.com or Jayne Cunniff jcunniff@watersideplaza.com of the Waterside management office (212) 340 4202, in advance, to confirm your key pickup and moving plans, even if you do not have furniture to move in.

New occupants first sign in and pick up their Key Release authorization from NYULMC Housing Services, before proceeding to Waterside Plaza to pick up keys and move in.

Property Management staff coordinates the repairs and other maintenance activities for NYULMC apartments at Waterside. If you need help, please contact the Property Supervisors via email to Edward.Berman@nyumc.org or Luis.Rodriguez@nyumc.org

If you have questions about your housing charges or payroll deduction of rent, please contact the Finance Operations staff redf.finance@nyumc.org

The Housing Services website http://redaf.med.nyu.edu/housing includes forms, policies, and information that are periodically updated, including the Guide to Living in NYU Langone Medical Center, which is an addendum to your housing license. There is also a map showing our office location. Please read the online information.

For information on topics such as moving companies, living in New York City, etc., see http://redaf.med.nyu.edu/och

Utilities: Waterside bills occupants for electricity and your payment for electricity should be made directly to Waterside. The following are the companies that can provide telephone, internet, and/or cable television services:

Verizon Fios: http://www.verizon.com/home/fios/

RCN: http://www.rcn.com/new-york/ (800) 746 4726

Time Warner Cable: http://www.timewarnercablespecial.com/time-warner-cable/

Directions and Parking (subject to change):
Travel east on 23rd St., passing under the FDR Drive. Take a left turn onto the FDR Drive service road and immediately bear right to enter Waterside’s access road, which is less than 200 feet after that turn. You will see a security booth on the right. Drive under the building overhang. The parking garage is located at the end of the building overhang, on the right. An escalator to the Plaza Level is located immediately north of the garage entrance

Information is subject to change.