INFORMATION FOR EMPLOYEE-TENANTS—320 East 22nd St.

Information is subject to change

Each apartment in this eight-floor building has seasonal heat, window air conditioning units, water, gas, and window blinds or shades. Apartments are not furnished. There are no storage facilities in the building. There is a laundry room.

Each apartment kitchen is equipped with a refrigerator, stove (cooker), oven, and sink. Microwave ovens are provided.

Dogs are not permitted—cats are permitted. Smoking is not permitted in or around NYU Langone facilities, including its residences.

Your mailing address: Your Name, 320 East 22nd Street, Apt. #, 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. Please note that keys, mail and package services are provided only to tenants and family members authorized by NYU Langone Housing Services. Please be prepared to show photo i.d. as requested.

A Key Release form will be provided to you. Bring that with you when you go to pick up your keys from the building Superintendent.

The building Superintendent is Sokol, phone 347-723-8390. Email Sokol.Ylli@nyumc.org Please contact him in advance regarding scheduling use of the elevator for your move into the building. Moves are permitted on weekdays only (Monday through Friday, except holidays) from 9am to 5pm. Certificates of insurance from movers are not required.

Real Estate Property Management supervises the staff, repairs and maintenance activities in your building. If you need help that your superintendent can’t provide, please contact the Property Supervisors Edward.Berman@nyumc.org or Luis.Rodriguez@nyumc.org

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

Utilities: Heat, hot water, and cooking gas are provided. Occupants pay for their own electricity (one account per apartment), telephone, internet, and cable television. You must contact Con Edison at 1-800-75-CONED to set up your apartment’s account for electricity service to ensure that the service is not discontinued. Con Edison will need the following information: your telephone number; the address of your apartment; your date of occupancy; your Social Security number, Resident alien number, Passport ID number, or state license ID number.

The cable television provider is Spectrum, which can also provide home phone and internet service. www.spectrum.com Home telephone service can also be ordered through Verizon.

Parking a car can be challenging due to traffic flow and regulations. NYU Langone does not control parking or standing regulations. We suggest that someone stay with the car at all times.

Parking Garage: There is a parking garage across the street: 329 E 22nd St NY (212) 254-5444.