

3616 Henry Hudson Parkway Owners Corp.  
3616 Henry Hudson Parkway  
Riverdale, NY 10463

**RE: Community Room and Playground**

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The Algiers allows use of the Community Room and the Playground for special events such as birthday parties hosted by a resident shareholder. These amenities were developed in part to enhance the communal nature of cooperative living. However they may be used for private functions from time to time for a nominal fee. As with any communal asset, there are policies and procedures governing the use of these spaces, including use for hosted functions.

Reservations are coordinated via the Algiers front desk, and may be made in writing by resident shareholders only. Please leave reservation requests marked to the attention of the Board President. There is a usage fee of \$50.00 per each two hour period. The usage fee must be paid in advance, check made payable to **3616 Henry Hudson Parkway Owners Corp.**

A second check in the amount of \$50.00 is required as a cleaning deposit. The cleaning deposit will be returned provided that the facility is left clean and in good order at the conclusion of your function.

Any event that is by invitation is automatically considered a hosted function for which the usage fee would apply *regardless of the shareholder host's intent*. In other words, use of the Community Room or Playground for a hosted event would be considered a private function even if the host did not specifically request that the Room or Playground be closed to others for the duration.

Please do not hesitate to contact Management or the Board with any questions or comments on this or any other topic. Thank you.