

Residences of Olympia Centre

RESALE (LEASE) REQUIREMENTS PACKAGE ENCLOSURE LIST

Enclosed in this packet are the following documents:

- 1) Instructions and list of requirements for the resale or lease of a unit at 161 Chicago Avenue East Condominium Association.
- 2) Application Form
- 3) Corporation Form Letter
- 4) Pet Rule
- 5) Pet Registration Form Letter
- 6) Construction/Structural Alterations Rules
- 7) Requirements for Installation of Hard Flooring Materials/Hard Wood Flooring
- 8) Indemnity Agreement for Construction Alterations
- 9) Moving Rules
- 10) Insurance Rule
- 11) Brokers Crib Sheet

If any of the above stated documents are missing, please contact the management office at 751-8174.

If any of the above does not apply to your situation, please do not include them in your packets to the Board. (i.e. if you are not doing construction, do not include the indemnity agreement).

NOTE: WE DO NOT ACCEPT PACKETS IN PIECEMEAL FORM. ALL REQUIRED DOCUMENTS MUST BE SUBMITTED AT THE SAME TIME PRIOR TO SUBMITTAL TO THE BOARD.

161 Chicago Avenue East Condominium Association
161 East Chicago Avenue • Suite 25D • Chicago, Illinois 60611
(312) 751-8174 • Fax (312) 751-9525

REQUIREMENTS FOR REALES (LEASES)

Pursuant to the authority granted under Article VIII of the Declaration of Condominium Ownership, the Board of Directors requires that any owner proposing to sell (lease) his or her unit provide the Management office with the following:

1. ___ One (1) copy of all required documents (#2-3) and a **\$250.00** application fee payable to "161 Chicago Avenue East Condominium Association." must be submitted to the Management Office. Once all items are received the completed package will be forwarded to the Board of Directors electronically for their 48 hour review before waiver of their right of first refusal.
2. ___ A completed application form.
3. ___ A copy of the sales (lease) contract.

-If the unit is being purchased by a CORPORATION:

- 1) It MUST be for a specific officer of the corporation &
- 2) The attached form MUST be completed.

-If the unit is being LEASED:

- 1) The lease term is to be a minimum of one (1) year,
- 2) The lease contract MUST contain the following paragraph:

"TENANT acknowledges that his rights hereunder are in all respects subject to the Declaration of Condominium Ownership for the *161 Chicago Avenue East Condominium Association* and the rules and regulations promulgated therefore, all as presently in force or as amended from time to time hereafter, and TENANT agrees to be bound by and abide with the provisions of the Declaration and Rules & Regulations as aforesaid. TENANT'S agreement to be so bound and observe the provisions of the Declaration and Rules & Regulations in no way lessens LESSOR'S responsibilities and obligations under the Declaration and Rules & Regulations."

"Any failure by the TENANT to observe and comply with the provisions of the Declaration and By Laws and Rules & Regulations for the *161 Chicago Avenue East Condominium Association* shall constitute a default of this lease."

- 3) The Lease agreement must be a "Condominium Unit Apartment Lease" (Which is available from ABOMA)

In the case of resales, a copy of the closing statement must be provided to the Management Office once the unit has closed. This is necessary in order to provide accurate billing information to the Management Company.

CONSTRUCTION: Please refer to the attached rules regarding Construction/Structural alterations when planning construction.

MOVING: (Please refer to attached Moving Rules) The scheduling of all move in/out dates must be made through the Management Office (312) 751-8174.

Should you need other documents, such as The Condominium Declaration and By-laws, House Rules, Budget, Board Minutes or audited financial statements, please contact the Management Office.

Residences
of Olympia
Centre

Please Remember:

**SELLING UNIT OWNERS
MUST RETURN ALL
DIGITAL CABLE BOXES TO
COMCAST
AT
1255 W. NORTH AVENUE.**

**COMCAST WILL CHARGE FOR ANY
UNRETURNED DIGITAL CABLE BOXES.**

SALES/LEASE APPLICATION
161 Chicago Avenue East Condominium Association

Unit Number: _____

Date: _____

Name of Purchaser/Lessee: _____

Name and relationship of persons to occupy unit on a regular basis:

Will this unit at 161 E. Chicago Avenue be your primary residence? YES NO

If NO, Please explain: _____

Present Address: _____

Home telephone: _____

Occupation: _____

Business Address: _____

Person 1: _____ **Person 2:** _____

Phone #: _____ **Phone #:** _____

Pets residing in unit: (also complete & submit attached Pet Registration form)

Name: _____ **Type, Breed:** _____

Name: _____ **Type, Breed:** _____

Are you planning construction or installation of new flooring? YES NO

If yes, please give details (also complete & submit attached Indemnity Agreement):

I/We have read and understand all of the information and requirements in the resale (lease) package for the 161 Chicago Avenue East Condominium Association (please sign and date):

CORPORATION FORM LETTER

This form letter **MUST** be completed & submitted with other requirements when a unit is purchased by a CORPORATION for a specific officer of that corporation.

Date: _____

161 Chicago Avenue East Condominium Association
161 East Chicago Avenue
Chicago, Illinois 60611

RE: Purchase of Unit # _____ by _____

Ladies & Gentlemen:

This letter is to acknowledge the following understandings and agreements regarding our purchase and ownership of Unit # _____ in the *161 Chicago Avenue East Condominium Association*.

1. We acknowledge that the Declaration and By Laws for 161 Chicago Avenue East Condominium Association limit the use of the Unit to a single family residence and specifically prohibit business uses.
2. We agree that the Unit will be occupied only by _____ (corporation officer) of _____ (corporation) is _____ (name) who will occupy the Unit with _____.
3. The Unit will not be used for corporate events or other business functions such as foundation meetings or fund-raising events.
4. We acknowledge that use of the Association's health club facilities and amenities will be limited to the _____ (officer) and his/her family members and social guests.
5. We shall notify you promptly of any change of _____ (officer) of _____ (corporation).

Very truly yours,

(corporation)

Signed by: _____

PETS

Pursuant to Article VIII, paragraph 8, no animals of any kind shall be raised, bred or kept in any Unit or in the Common Elements, except that dogs, cats or other *usual* household pets may be kept in Units, subject to the following rules and regulations adopted by the Board:

No more than three (3) pets, of which only two (2) may be dogs, are permitted per unit. The combined mature weight of the dogs must NOT exceed 30 lbs.

Owners/Lessees must register and obtain approval from the Management Office prior to bringing their pet on the premises for the first time. Any pet not registered will be subject to removal.

Each pet owner is fully responsible for personal injuries and/or property damage caused by the pet. As part of the registration process, owners must agree in writing to indemnify and hold harmless the 161 Chicago Avenue East Condominium Association and its members against any loss, claim or liability of any kind arising from the privilege of having a pet in the building. Pet owners are responsible for immediately reporting any damage caused by their pets and reimbursing the Association for any resulting costs.

Pets are allowed only in individual units, elevators, halls while accessing elevators, and the lobby for ingress and egress. When pets are within elevators and other common areas, they must be kept under strict control (i.e. on a tight leash or in the arms at all times). Before bringing a pet on an elevator, the pet owner (or walker) should ensure that other occupants of the elevator do not mind the pet being on the elevator with them.

If a pet causes or creates a nuisance or disturbance, notice will be given to have the annoyance discontinued immediately. If the problem is not corrected or if the animal engages in threatening behavior, the pet must be removed from the building within three days of notice from the Board of Directors.

Pets are not permitted to void in or around the building, including the landscaping and sidewalks. Residents must adhere to all City ordinances regarding proper disposal of wastes. If a pet accidentally relieves itself on the premises, the pet owner is responsible for all necessary clean up and any damage.

Guests of a Unit Owner/Lessee may visit with a pet subject to the following rules:

1. A guest's pet may visit for no more than twelve (12) hours.
2. The weight of the guest's pet may not exceed thirty (30) pounds.
3. No more than one (1) pet may visit a residence at any time.

Revised 11/17/14

4. The guest's pet must be registered (in and out) at the Lobby Attendant desk.

The Unit Owner/Lessee is fully responsible for personal injuries and/or property damage caused by their guest's pet.

The Association recognizes and appreciates the companionship and pleasure your pet may add to your life. With that ownership comes responsibility for the actions of your pet. For the sake and consideration of your neighbors, please abide by the rules.

Revised 11/17/14

PET REGISTRATION

RESIDENT NAME: _____ UNIT#: _____

TYPE OF PET: _____

BREED: _____ SEX: _____

CURRENT WEIGHT: _____ EXPECTED MATURE WEIGHT: _____

PET'S AGE: _____ PET'S NAME: _____

ATTACH A NON-RETURNABLE PICTURE OF PET TO THIS REGISTRATION.

I, _____ agree to indemnify and to hold harmless the 161 Chicago Avenue East Condominium Association and its members against any loss, claim or liability of any kind arising from the privilege of having a pet in the building.

I will report and reimburse immediately for damage caused by my pet.

I will not allow my pet to void on the building, landscaping or sidewalks, will adhere to all City ordinances and condominium rules and will properly dispose of wastes.

I have read and will adhere to the attached copy of the condominium rule regarding pets.

Signature _____ Date _____

.....

PET APPROVAL

Management has received and reviewed all the required information regarding pet ownership at 161 Chicago Avenue East Condominium. Let this serve as notice that your pet has been registered and approved by the Association.

Signature _____ Date _____

CONSTRUCTION/STRUCTURAL ALTERATIONS

With the exception of painting and wallpapering, the following rules apply to any construction work in a Unit.

I. ASSOCIATION REQUIREMENTS - The following must be submitted to the Management Office prior to the commencement of any construction work in a Unit:

1. Architectural plans and specifications for the proposed work, prepared by a licensed architect or engineer, must be provided for Board/Management review. Delivery of which must be made at least 30 days before work begins.
2. To the extent required by City Code, a building permit for the work.
3. If any work affects the Common Elements of the condominium, certification from the owner's architect or engineer must provide written certification that the proposed work will have no adverse effect on the Common Elements or any other Unit.
4. A certificate of insurance from the Owner's general contractor naming the Association and the managing agent and its employees as additional insured parties and showing coverages and amounts satisfactory to the Board (minimum general liability of \$1,000,000 per occurrence). Contact the Management Office for current list of additional insureds.
5. If hard flooring is being installed, the owner must submit verification that the chosen underlayment for the flooring meets the 55 F.I.I.C. rating specified by the Association.
6. The attached INDEMNITY AGREEMENT signed by the Owner.

II. WORK RULES

1. Work hours are weekdays, 8:00 a.m. to 4:30 p.m. No noise is permitted before 9:00am. Workmen must be out of the building by 5:00 p.m. No work shall be performed on Saturdays, Sundays or Holidays.
2. The loading dock can be accessed from Superior Street. The alley to the dock is accessible through the carport east of Neiman Marcus.
3. All contractors, subcontractors and their employees and agents must check in with the dock master.
4. Prior to entry into the building, a security pass must be obtained from the dock office. A picture ID must be submitted before a pass will be issued.
5. Trades must use the freight elevator at all times.

Revised 11/17/14

6. The dock is for loading and unloading only. Parking (of any vehicle) in the dock area is not permitted. Unattended vehicles are subject to being towed.
7. All materials must be transported to the unit via the freight elevator.
8. No construction materials are to be stored on the dock or in the common areas of the building. Materials must be stored in the unit under construction. Management assumes no liability for missing items.
9. Protection must be provided to the common elements (*i.e.* walls, carpet, flooring, etc.) in the area from the freight elevator to the respective unit.
10. Once the materials are in the unit, the contractor is responsible for protecting the common areas outside the unit for the duration of the project. This protection must be put in place before the start of each workday and removed by 5:00 p.m. each day.
11. No work pertaining to the unit under construction is allowed to be performed in the common areas or corridor. All work must be performed within the unit.
12. Wet saws are allowed to be used in a unit under construction only under the strict supervision of the building's engineering personnel.
13. Noise levels must be kept to the lowest levels possible. No noise is permitted before 9:00am.
14. Plumbing shut downs must be scheduled at least 2 days in advance with the Management Office. Shut downs can only be scheduled on Tuesdays, Wednesdays and Thursdays.
15. Noxious odors are not permitted. Any work resulting in noxious odors must be brought to the attention of the Management Office so that proper measures can be taken to prevent the odor from permeating the building.
16. If any airborne debris will be generated due to demolition or construction, the air conditioning and/or heating fan cabinets must be sealed at the filter opening, return and discharge grills. This is necessary to protect the air conditioning coils.
17. Unit owners are responsible for maintaining access to all HVAC equipment, windows and other common element equipment, which requires access for service/ replacement/repairs from within the unit.
18. The unit owner is responsible for any damage caused to elevators, Common Elements or any other Unit in the course of the work.
19. A security deposit may be required to be provided to the Association, which may be applied, against the cost of any damage caused in the course of the work.
20. All plumbers and electricians must submit a copy of their City Contractor's license before work will be permitted.
21. All penetrations through wall areas must be thoroughly sealed.

Revised 11/17/14

III. REQUIREMENTS FOR INSTALLATION OF HARD FLOORING MATERIALS -The following apply to the installation of hard flooring materials (*i.e.* marble, wood, terrazzo, linoleum, ceramic tile, etc.) in the unit:

1. Installation of hard flooring in a unit requires that an acoustical underlayment with an F.I.I.C. (Field Impact Insulation Class) rating of 55 or above be placed down prior to the installation of subflooring or finished flooring. Owner must submit verification that the chosen underlayment meets the said F.I.I.C. specification.
2. As with all flooring materials, care should be taken that the finished floor height will join properly at the unit entry threshold and with other flooring materials within the unit. Threshold adjustments are the responsibility of the unit owner.
3. Prior to using any type of sealer or noxious materials, the contractor must give advance notice to the Management Office, as certain precautions must be taken.
 - (a) The kitchen exhaust vent must be sealed off so fumes do not carry to other units.
 - (b) A window exhaust fan must be installed to pull the air and fumes out of the unit (if necessary).

The unit owner is responsible for the level of noise transmission arising from walking on the flooring. The minimum standards do not guarantee that sound transmission will not occur. Additionally, runners must be placed in high traffic areas and pads must be placed on chair feet.

Revised 11/17/14

CONSTRUCTION RULE - PLUMBING

Detailed plans and specifications for any construction proposed to be carried out by unit owners in areas involving plumbing, and/or plumbing connections to the building systems, must be submitted to the Board/Management for review.

All construction work must comply with the City of Chicago Building Code and current construction standards.

Specifically with respect to bathrooms and powder rooms:

- Shower stalls must be constructed with cement board (Dura-Rock) or equal.
- Shower stall floors require lead or rubber pans with a floor drain (J.R. Smith 2010, or equal) designed to receive the pan. Pans should be turned up, behind wallboard, a minimum of 6 inches.
- All penetrations through wet wall areas must be thoroughly sealed.

No plastic plumbing parts may be used.

Ceramic or marble contractors requiring the use of wet saws must notify building management before using the wet saws. Contractors will be permitted to use wet saws in unit owner's apartments only under the strict supervision of the building's engineering personnel. The standard, unless approved otherwise, will limit the cutting area to bathrooms, and specifically on a platform over the tub.

All work must be in accordance with the City of Chicago Building Code.

Revised 11/17/14

CONTRACTORS, DELIVERIES & TRADES

All Contractors, delivery people, and trades must use the service elevator. Contractors, delivery people and trades must obtain a security pass from the dock office for entry and will be required to leave a picture I.D. before a pass will be issued.

After 5:00 p.m. food and medicine deliveries can be made via the passenger elevators.

Hours for construction work in the building are 8:00 a.m. to 4:30 p.m., Monday through Friday. Workmen must be out of the building no later than 5:00 p.m. No working trades are permitted in the building on weekends or after hours without expressed permission from Management. The Association reserves the right to control and limit entry of trades and delivery people in order to minimize traffic in the building. The lobby may not be used as a waiting area by contractors, trades or service people; however, they may wait at the loading dock.

Unit owners will be responsible for any damage to the common elements of the building caused by contractors, trades and service people they employ.

Deliveries of all large packages and boxes are to be made through the receiving room of the building through the building's rear loading dock (accessible from Superior Street). Arrangements must be made with the Management Office for any deliveries anticipated after regular business hours of the receiving room. Staff cannot sign for any deliveries. Because the receiving room is a small room, large items cannot be stored there. The resident must make arrangements with the carrier to have those items delivered directly to his/her unit. Tailgate deliveries (those brought to the rear of the truck and no further) will not be accepted. The staff is not allowed to assist in these deliveries.

Grocery deliveries by a grocer or service person must use the freight elevator. Groceries brought in by a resident are permitted on the passenger elevators. Additionally, luggage deliveries by staff and restaurant deliveries are permitted on the passenger elevators.

Revised 11/17/14

INDEMNITY AGREEMENT

AGREEMENT made as of this _____ day of _____, 20_____, by and between 161 CHICAGO AVENUE EAST CONDOMINIUM ASSOCIATION, an Illinois not-for-profit corporation (hereinafter referred to as the "Association") and _____, Unit _____, Chicago, Illinois (hereinafter referred to as the "Owner").

RECITALS:

- A. Owners are the owner of Unit _____ ("Unit") in 161 Chicago Avenue East Condominium (the "Condominium Property") ;
- B. Owners desire to make certain additions, alterations and improvements (the "Work") to the Unit as described on the Plan attached as Exhibit "A" and made a part hereof (the "Plan") ;
- C. The Work may require construction in and alterations to certain of the Common Elements (including Limited Common Elements) described in the Declaration of Condominium Ownership;
- D. The Declaration and Rules and Regulations of the Association require that the written consent of the Board of Directors (the "Board") be obtained as a condition to alterations requiring construction in, alteration to, or removal of any part or portion of the Common Elements and that the Owners deliver this agreement prior to commencing work in the Unit or Common Elements;

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth therein, the Board (on behalf of the Association) and Owners agree as follows:

- 1. Consent of Board. The Board hereby consents to the Work subject to the terms and conditions hereinafter set forth.
- 2. Compliance with Laws. The Work shall be performed in strict compliance with the Plan and all applicable laws, ordinances, rules and regulations of federal, state, county and municipal governments or agencies now in force or that may be enacted hereafter during construction, and with the directions, rules and regulations of the fire inspectors, health officers, building inspectors or other offices of every governmental body or agency now having or hereafter during construction acquiring jurisdiction thereof and in conformity with (a) any directives from any insurance underwriters or representatives thereof as may be required by reason of the Association's insurance coverage on the Condominium Property or any part thereof and (b) the Declaration, By-Laws and Rules and Regulations of the Association as in effect during the course of the Work.

3. Performance of Work. The Work shall be performed in such manner as to cause as little noise, disruption, nuisance and inconvenience to Owners and occupants of other units in the condominium property as is reasonably possible. The Work shall be completed as expeditiously as possible. No Work shall be performed on Saturdays, Sundays or holidays or before the hour of 8:00a.m. or after the hour of 5:00p.m. Owners' contractors shall only use elevators designed by the Association's managing agent and shall keep the Condominium Property free and clear of all debris and rubbish. All materials and supplies shall be stored in the Units.
4. Building and Other Permits. Notwithstanding anything in Owners' agreements with his/her contractors to the contrary, Owners shall be responsible for obtaining such building permits and other permits, licenses and permissions as may be required by any public authority having jurisdiction over the Work and shall furnish copies thereof to the Association's Board prior to the commencement of any construction.
5. Certifications. Owners shall furnish the Board with certification from a licensed architect or structural engineer that the Work, if performed in accordance with the Plan, will conform to all applicable governmental laws, statutes, ordinances, codes, rules and regulations, will not cause any structural impairment to the Condominium Property and will not damage the mechanical, electrical, heating, ventilating or air conditioning systems of the Condominium Property. Owners shall not make or cause any other party to make any material modification to the Plan after furnishing the Board with the aforesaid certification.
6. Relocation of Utility Services and Television Outlets. Owners agree that any and all work of construction with respect to the removal of, addition to, or relocation of existing equipment and facilities (including but without limiting the items included in the definition of equipment and facilities- plumbing, heating, electrical and air-conditioning lines, wires and apparatus) television antenna outlets and conduits shall be subject to the prior approval of the Association, which may be withheld for any reason, and if approved shall be completed by such contractors, companies and personnel as may, from time to time, be employed by the Association to maintain such equipment, facilities, and television master antenna system servicing the Condominium Property and Owners shall bear all cost and expenses in connection therewith.
7. Supervision by Board's Architect and/or Engineer. During construction an Architect and/or Engineer selected by the Board and the Board's authorized representatives shall have the right to make periodic inspections of the Work to determine whether the Work is in accordance with the requirements of this Agreement. Owners agree, at their expense, to cause to be corrected any work which deviates from such requirements. Failure of such representatives to observe any items of non-compliance shall not operate as a waiver of owners' obligations hereunder. Owners or Owners' contractor shall apprise the Association's Architect and/or Engineer as Work progresses to establish times for periodic inspections.

8. Architect's/Engineer's Fees – Other Expenses. Owners agree to promptly reimburse the Association, upon demand by the Board, for the fees charged by the Association's Architect and/or Engineer in connection with services performed in accordance with the remodeling procedures including review, inspection and, if applicable, preparation of new condominium surveys and recordation of a plat thereof with the Cook County Recorder.
9. Mechanic's Lien. Owners shall not create, suffer, or permit to be created or to be filed against any portions of the Condominium Property other than the Unit any lien for labor done, or materials and services furnished in connection with the Work, and agree to indemnify, defend, hold harmless the Board and Association from and against any and all claims, costs, charges, disputes, expenses, encumbrances or liens arising out of the Work, other than those which arise out of the Association's gross negligence.
10. Waiver of Lien. All contracts let by Owners or by any general contractor employed by Owners, for labor done or materials and services furnished in connection with the Work shall contain an agreement by the contractor, subcontractor and materialmen that the labor done or materials and services furnished in connection with the Work shall not create or give rise to any lien against any part or portion of the Condominium Property other than the Unit. Prior to commencement of the Work, copies of all such contracts shall be delivered to the Association.
11. Insurance. At all times during construction, Owners shall maintain or cause to be maintained, the insurance described on Exhibit "A" attached hereto. Before any Work may commence, Owners shall deliver to Board copies of certificates of insurance for the Work in the amounts of aforesaid.
12. Damage to Condominium Property. Owners shall be responsible for any damage to the Condominium Property or any part thereof arising from or out of the Work.
13. Indemnity. Owners for themselves and for their respective heirs, personal representatives, successors and assigns, hereby agree, jointly and severally, to indemnify, defend and forever hold harmless the Association, the Board, the Association's agents and employees and each of the members of the Association and the Board, from and against all claims, losses, damages, liabilities, costs and expenses (including, without limitation, court costs and reasonable attorneys' fees) which any of such persons or entities to be indemnified may suffer or incur arising from or out of (i) the granting of the approval for, and the actual construction of the improvements, and the performance of the Work, (ii) the maintenance, repair and replacement of the improvements constructed by the Owners, (iii) any personal injury or property damage which occurs in, and all damage to, the Condominium Property as a result of the construction of the improvements constructed by Owners and performance of the Work and use and

maintenance of such improvements and (iv) the failure of Owners to perform their duties and obligations under this Agreement.

14. Costs and Fees. Owners hereby agree, promptly upon the request of the Association, to reimburse the Association for all fees, costs and expenses incurred by the Association in consummating this Agreement, in monitoring the Work and in enforcing this Agreement in the event of a default by Owners, and for all expenditures made by the Association as permitted by this Agreement, including without limitation, reasonable legal fees and the fees of the architects, engineers or other consultants retained by the Association. Such amounts together with interest thereon at the rate of 18% per annum from the date of demand until payment is made to the Association shall constitute a lien on the Units.

15. Disputes. In the event of any dispute between Owners and the Association as to any matter pertaining to the Plan or the Work, the dispute shall be referred to an architect or engineer selected by the Association whose decision shall be final and binding.

16. Additional Restrictions. Association reserves the right to impose additional restrictions as to the manner in which Work may be performed if, in Association's reasonable judgement, such additional requirements are necessary to address specific problems arising in the course of the Work.

17. Successors. This Agreement shall be binding upon and shall inure to the benefit of the heirs, personal representatives, administrators, and successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and date first set forth above.

OWNERS:

By:

Its:

ASSOCIATION:

**161 Chicago Avenue East
Condominium Association**

By:

MOVES

To schedule use of the service elevator for moving into or out of the building (or within the building), please contact the Management Office as far in advance as possible. A copy of the closing statement is required prior to any move in of a new purchaser.

Only one (1) move per day will be scheduled and only the Service Elevator is to be used. Authorized moving times are as follows:

Monday through Friday ----->4:30 p.m. to 10:00p.m.

Saturday & Sunday ----->9:00 a.m. to 10:00 p.m.

A Certificate of Insurance from your moving company MUST be submitted to the Management Office prior to the date of the move. The certificate must name the *161 Chicago Avenue East Condominium Association* and others as designated by current requirements through the Management Office, as additional insured parties and show the coverage's and amounts satisfactory to the Board (General Liability is required). The certificate must be submitted at least 2 working days prior to the move so that adjustments can be made if necessary.

A **\$300.00 fee** for each move date scheduled is charged to cover the cost of materials and labor necessary to appropriately protect the common areas affected by the move. This check is to be made payable to *161 Chicago Avenue East Condominium Association*.

Costs for damage caused as a result of a move-in will be billed to the unit owner's assessment account.

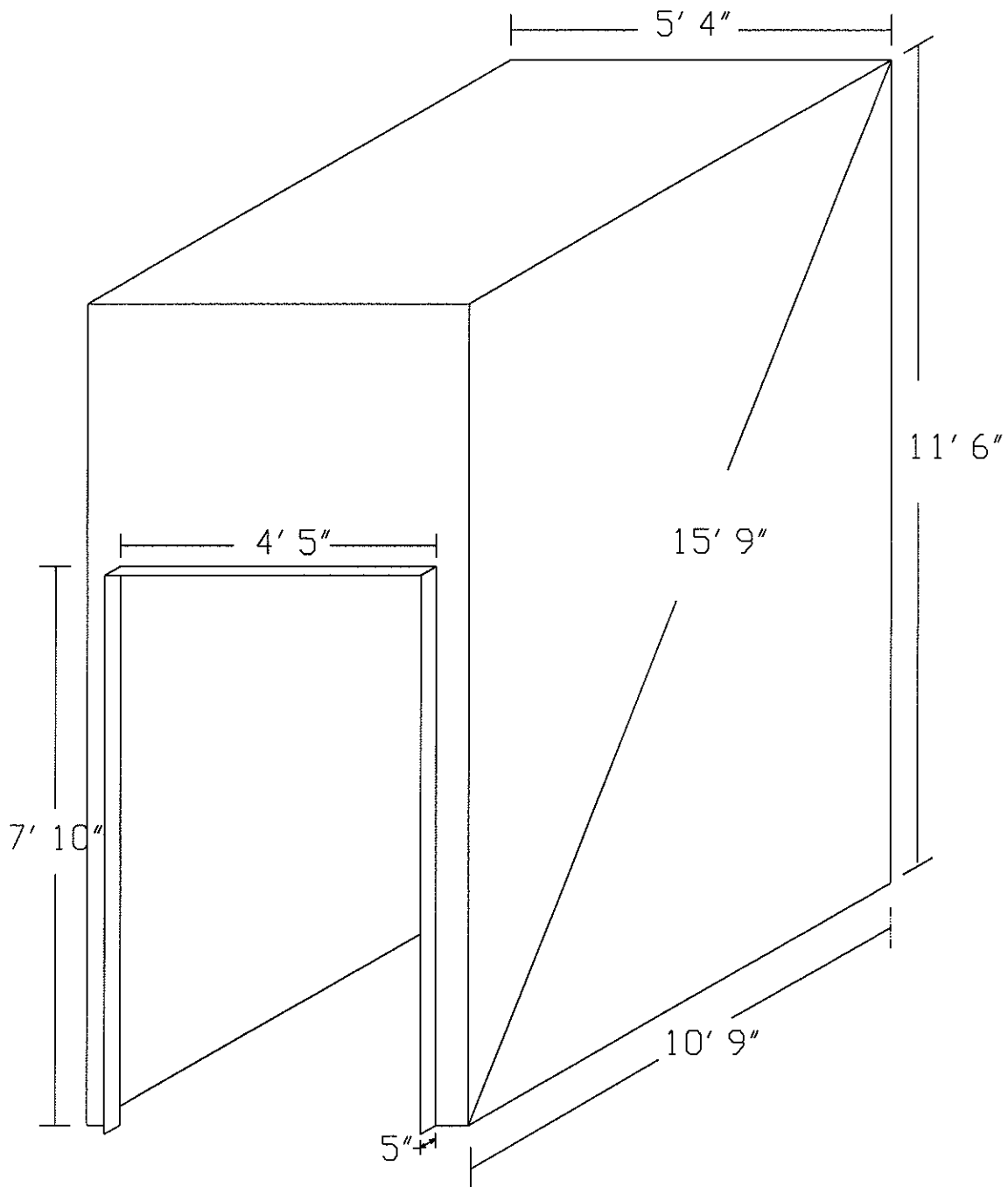
Additionally, a **\$500.00 refundable security deposit** is required for move-outs. THIS MUST BE IN THE FORM OF A CASHIER'S OR CERTIFIED CHECK made payable to the *161 Chicago Avenue East Condominium Association*. After the move if there is no damage to the common areas of the building, the Management Office will return the deposit by Certified Mail unless other arrangements are made for pick up.

Prior to starting the move, the resident or his/her representative and a staff member will jointly inspect the common areas and complete and sign a checklist noting existing marks or scratches. Upon completion of the move, the resident or his/her representative will again inspect the common areas with a staff member and note any additional damage in the common areas.

Revised 11/17/14

IT IS THE RESPONSIBILITY OF THE UNIT OWNER TO MAKE SURE THAT ALL OF THE ABOVE REQUIREMENTS ARE FULFILLED. IF ANY OF THE REQUIREMENTS ARE NOT MET PRIOR TO THE MOVE, THE MOVE WILL NOT BE ALLOWED TO PROCEED.

Revised 11/17/14



S-16 INTERIOR DIMENSION

INSURANCE

You are responsible for insuring your unit for personal liability, personal property and property stored in common areas, alterations and additions or improvements to your unit.

The Association is responsible for securing insurance for the building. If you need a copy of the building's coverage (Certificate of Insurance) for your mortgage lender, contact the Management Office for the name and telephone number of the insurance agency. The agency will provide a Certificate of Insurance at no charge.

The following types of building coverage's are provided and required:

THE ASSOCIATION MASTER INSURANCE POLICY COVERS:

All Commonly Owned Real and Personal Property. Within the Units, This Extends Only To:

- Perimeter and partition walls and ceilings, through the plaster and primer only
- Doors through the primer only
- Exterior window glazing
- Floors through the concrete only
- Original tile in bathrooms
- Original cabinets and countertops
- Original built-in (permanently attached) appliances' that cannot operate freestanding.

All Common Association Liability:

- This extends to the common areas only. No liability coverage is provided in the units.

Workers' Compensation and Employer's Liability: as it applies to association employees only.

YOU, AS A UNIT OWNER, NEED TO INSURE:

Alterations and Additions/Improvements and Betterment's:

- Decorating (finishing paint, wallpaper, paneling, mirror, window treatments, etc.)
- Floor coverings (carpet, tile, parquet, linoleum, etc.)
- Upgraded plumbing and electrical fixtures
- Built-in appliances (refrigerators, stoves, added dishwashers, etc.)

Revised 11/17/14

Personal Property:

- Household contents (furnishings, clothing, dishes, etc.)
- Storage locker contents
- Non built-in appliances (refrigerators, stoves, dishwashers, etc.)

Personal Liability:

- For your unit premises and elsewhere
- Your domestic help, under the Workers' Compensation Act. (This can usually be handled under your normal homeowner's policy - check with your agent.)

On September 5, 2002, the Association adopted a rule amending The Declaration and By-Laws, Article 12, Section 6 regarding unit owner insurance and the responsibility for damage caused to another unit. Please refer to Amendment XI. Following is the text of the rule.

Unit Owner Insurance

Effective October 1, 2002, every unit owner must obtain and maintain an insurance policy providing a *minimum* of One Million Dollars (\$1,000,000) of insurance covering damage to other units in the building and/or common areas in the building. The insurance policy must provide coverage for (1) personal liability and compensatory damages resulting from property damage caused to another unit that originates in the insured's unit and (2) damage to another unit caused by the negligence of the insured or his/her guests, residents or invitees, all as specified in Section 12(h) of the Illinois Condominium Property Act.

This Rule's requirements are not satisfied by an insurance policy obtained by a renter. Similarly, some condominium homeowner insurance policies will not satisfy the requirements of the Rule without increased coverage limits and/or special endorsements. Unit owners are strongly encouraged to consult with their insurance professionals to ensure full compliance with this rule and to determine whether personal liability coverage in excess of the \$1,000,000 minimum specified in this Rule is advisable.

On the anniversary of the unit owner's insurance, it is incumbent upon him to provide an updated certificate of insurance to the Management Office.

If a unit owner fails to provide the Management Office with a certificate of insurance as required by this Rule, the Association's Board of Directors may fine the Unit Owner

Revised 11/17/14

BROKER'S CRIB SHEET Updated September 30, 2016

BUILDING NAME AND ADDRESS:

161 Chicago Avenue East Condominium Association,
161 East Chicago Avenue, Unit 25D
Chicago, Illinois 60611
Telephone: (312) 751-8174 Fax: (312) 751-9525

Managing Agent:

Draper and Kramer, 55 E. Monroe, Suite 3900, Chicago IL, 60603, (312) 346-8600

Unit Types: Until the 58th Floor
640-682sqf Studios
873-974sqf One-Bedroom – small
1486-1664sqf One-Bedroom – large
2124-2300sqf Two Bedroom
2476-2688sqf Three Bedroom

From the 58th floor through the 62nd floor units are one of a kind duplexes and oversized units. Unit 2401 and 2402 are one of a kind duplexes.

Owner Occupancy:

95% owner occupied, Right of First Refusal. 48 hour Board approval required. See attached Resale/Lease package. \$250.00 application fee required for all resale/leases.

Building Construction Information:

64 Stories, 291 Total Units, Built as a Condominium in 1984, Opened in 1985. All electric, fully sprinkled, cable TV, year round air conditioning. Exterior reinforced structural concrete with a granite cladding. Spans 742ft from base of building to the upper roof.

Fully sprinklered building.

Amenities:

Two Bicycle Rooms, Lobby Attendant, 24 Hour Doormen, Premium Cable Package, Two Exercise Rooms, Men and Women's saunas, locker rooms, showers, washrooms, Laundry Room, Party Room, Roof Deck with Rest Rooms located on the 63rd Floor, Whirlpool and Swimming Pool

Security:

Security cameras located in amenity areas and dock, twenty-four hour security monitored by the base building and additionally monitored at the Lobby desk.

Assessments Include:

See attached budget.

Insurance Agent:

Mesirow Financial (312) 595-8000 **Web Site:** www.mesirowfinancial.com

Pets:

Allowed. See Attached House Rules

Garage:

Owned by base building and operated by Standard Parking (312) 986-3120 – Self Park
Contact Garage for current rates.

Financial:

See attached budget

Move In/Out:

\$300 fee. Must schedule. Monday-Friday, 4:00pm to 10:00pm or Saturdays and
Sundays, 9:00am-10:00pm.

Processing Fee: \$250.00 required with Sales Package

On-site Manager: Margie H. Tinerella, CPM (312) 751-8174

On-site Asst. Manager: Robert A. Schall, CMCA (312) 751-8174

On-site Engineer: Steven Somen (312) 751-8174

Lobby: (312) 266-2375

Receiving Room: (312) 787-4551

Base Building:

Managing Agent CBRE

Manager: Laura Bossert (312) 751-1615