

Dear Shareholders,

To set up your intercom service please fill out the form below. You can mail the information to our management office at 453 FDR Drive New York, NY 10002, hand deliver it, fax it to (212) 979-6808, or email it to contact@coopvillage.coop.

Once received, we will give you information on how to allow guests entry from your phone and a 3-digit code for your unit.

If you have any questions, please reach out to us.

Thank you,

East River Housing Corporation Board of Directors

===== **Detach Here** =====

Shareholder's Name:
Address:
Apartment Number:
Telephone Number: