

Dear Shareholders,

As we institute our revised dog policy on June 1, 2014, we hope that dog owners will be responsible and adhere to the requirements. If you follow these simple guidelines we are sure that this trial will be a success.

- Please keep in mind there are people who are allergic to dogs, are afraid of dogs, or don't like dogs.
- Residents waiting for or riding the elevator with their dog should be considerate of neighbors and visitors. This may entail using the stairs or waiting for the next elevator.
- Help your neighbors become more comfortable with your dog.
- Please be aware of any barking, howling, odors, and anything else that could have a negative impact on your neighbors' quality of life, however minimal you think it might be.

All shareholders who have or will have a dog residing in their apartment(s) must schedule an appointment with Management at 212-677-5858 to register your dog. This includes dogs that have been "grandfathered in." In order to facilitate this process please be sure that you bring the following documentation with you:

1. Completed Dog registration form
2. A copy of Certificate of Vaccinations
3. A copy of your NYC Dog License
4. Two (2) pictures of the dog
5. A check in the amount of \$100 made payable to Hillman Housing Corporation

Please do not allow your dog to drink water or play with other dogs one hour prior to your appointment. This is necessary for DNA testing as it avoids cross contamination with other dogs and ensures accurate DNA testing results.

After the registration is completed, we will add a green metal tag to the dog's collar simply to signify that your dog is officially registered. Please leave this tag on the collar at all times.

Residents who are subletting may also have a dog. However, please refer to your lease and seek permission from the shareholder of the apartment. Shareholder and sublessee signatures are required on the dog registration form.

A complete list of rules from our attorney's are available for pick up in our management office, already posted on our website at [www.coopvillage.coop](http://www.coopvillage.coop) (under Hillman Housing Corporation/Documents/Pet Policy), and will be provided upon registration.

Thank you for taking the time out to register your dog.

Cooperatively yours,

Hillman Board of Directors

**Hillman Housing Corporation Annual  
Dog Registration Form**

(Please include a \$100.00 registration fee made payable to Hillman Housing Corp.)

|                           |                                   |
|---------------------------|-----------------------------------|
| <b>Name of Pet Owner:</b> | <b>Name of Emergency Contact:</b> |
| <b>Address:</b>           | <b>Home Phone:</b>                |
| <b>Work Phone:</b>        | <b>Mobile Phone:</b>              |

**General Information**

| <b>Dog's Name</b> | <b>Color</b> | <b>Primary Breed</b> | <b>Secondary Breed</b> | <b>NYC License #</b> | <b>Sex</b> | <b>Date of Birth</b> | <b>Weight (lbs.)</b> |
|-------------------|--------------|----------------------|------------------------|----------------------|------------|----------------------|----------------------|
|                   |              |                      |                        |                      |            |                      |                      |

I understand and hereby acknowledge that I have read and received a copy of the Hillman Housing Corporation Dog Policy, and I, members of my household, and anyone who may assist in walking my dog, promise to fully comply, including being held responsible for any damage or injury caused by my dog.

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Shareholder Signature Date

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Sublessee Signature Date

I have reviewed the above pet registration form and approve this pet.

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Hillman Housing Corporation Manager Date