

**RESALE CERTIFICATE RECEIPT**

The undersigned hereby certifies that he/she personally received from Brodie Management, Inc. the Resale Certificate requested for the property located at:

**7 Slade Avenue #407**

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**Signature**

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**Print Name**

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**Date**

# NEW OWNER CONTACT FORM

Please fill out all information below and return to Brodie Management Inc. with a copy of the ALTA/Settlement Statement. The form may be returned by mail, 110 Old Padonia Road, Suite 202, Cockeysville, MD 21030, fax to 410-321-9432, or email: [Acctg@brodiemgmt.com](mailto:Acctg@brodiemgmt.com).

## CONTACT INFORMATION:

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Unit Owner: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_ Cell / Work (circle)

Alternate Phone: \_\_\_\_\_ Cell / Work (circle)

Email Address: \_\_\_\_\_

Settlement Date: \_\_\_\_\_

Title Company & Phone: \_\_\_\_\_

Other additional information in which you wish to provide:

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# Brodie Management, Inc.

July 5, 2017

Ivan Oshrine  
7 Slade Avenue, Unit 407  
Pikesville, MD 2120

**Re: Resale**  
**7 Slade Ave #407**

Dear Mr. Oshrine,

Enclosed is the resale certificate you requested in regard to the sale of the above-referenced unit. The Maryland Condominium Act requires that the seller complete Exhibit A before providing it to the prospective purchaser.

The law also requires the Purchaser or his agent to provide certain information to the Council of Unit Owners. Enclosed is a form that lists the information required. Please have the purchaser provide us with the necessary information at settlement.

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
For Brodie Management, Inc.  
Managing Agent for 7 Slade Inc.

KAG/lh  
Enclosures

CC: FILE

**NOTICE TO COUNCIL OF UNIT OWNERS**

**\*Please attach a copy of the HUD1 settlement sheet to this form!**

(Complete at or after settlement and forward to Council of Unit Owners  
at P.O. Box 529, Timonium, Maryland 21094-0529)

**TO:** Council of Unit Owners of 7 Slade Inc.

The following information is provided as required by Section 11-135(h) of the Maryland Condominium Act relating to the sale and transfer of the unit identified herein:

Unit Address: **7 Slade Ave Unit # 407**

Prior Unit Owner (Seller): Homeowner

Forwarding Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New Unit Owner (Buyer): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Buyer's Mortgagee: \_\_\_\_\_

Mortgagee's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Settlement: \_\_\_\_\_

The proportionate amounts of any outstanding condominium fees or assessments assumed by the Seller(s) and Buyer(s) are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Purchaser or Agent

**Note to New Owner:** In order to assure that you receive **proper credit** for your payments, **please return this form in the enclosed envelope** so that you can be sent coupons with your own account number. Do not use prior owner's coupons.



# Brodie Management, Inc.

## RESALE CERTIFICATE

July 5, 2017

Ivan Oshrine  
7 Slade Avenue, Unit 407  
Pikesville, MD 2120

**Re: Resale**  
**7 Slade Ave #407**

Dear Mr. Oshrine,

Pursuant to your written request and Section 11-135(a) and (c) of the Maryland Condominium Act, the Council hereby certifies as follows, all information contained herein being as of the date of this Certificate:

1. The following items to be provided by the seller that constitute part of the information required to be provided to purchasers along with this Resale Certificate under Maryland Law are:
  - a. A copy of the Declaration (other than the plats)
  - b. A copy of the By-Laws
  - c. A copy of the Rules and Regulations
  - d. A copy of the Articles of Incorporation
  - e. A copy of the Fire Safety Instructions
2. There is no right of first refusal or other restraint on the free alienability of the unit other than any restraint created by the unit owner that would affect the proposed conveyance except for:

Leases: See Article VI, Section 5 (j) of the Amended and Restated By-Laws, as amended by the First Amendment to said Restatement.
3. The amount of the monthly common expense assessment for this unit is **\$727.00**. As of July 5, 2017, there is a balance of **\$727** on the account. **If you are set up for automatic debit for your dues, please contact the Brodie Accounting Office. Please have your Title Company call the Brodie Accounting office at 410-825-6060 before settlement.**
4. Capital Expenditures approved by the Council of Unit Owners planned at the time expense of conveyance and which are not reflected in the current operating budget are:

None to the best knowledge and belief of the Council

5. Attached hereto as "Exhibit B" is a copy of the most recent regularly prepared (unaudited) balance sheet and income and expense statement of the condominium.
6. Attached hereto as, "Exhibit C" is a copy of the current operating budget of the condominium, including a contribution to the reserve fund for repair and replacement.
7. The following judgments exist against the Condominium:

None to the best knowledge and belief of the Council

The status of any pending suits to which the Council of Unit Owners is a party is:

None to the best knowledge and belief of the Council

The procedure for collection of unpaid common expenses or special assessments by the Council of Unit Owners includes the filing of a Statement of Lien which may result in a Petition for Enforcement and Foreclosure of Lien being filed to enforce lien. Only collections which have reached the stage of filing a Petition for Enforcement and Foreclosure of Lien are referenced in the Resale Certificate.

8. The general description of the insurance policies provided by the Council of Unit Owners for the benefit of the unit owners: Agent: Schoenfeld Insurance, Valerie, 410-602-2000.
  - a. Condominium Package Policy - Building - All Risk (excludes any additions or alterations to the unit as made by any unit owner - \$16,260,000 Liability - \$1,000,000/occurrence; \$2,000,000 General Aggregate D&O Liability - \$1,000,000 Business Auto - \$1,000,000
  - b. Umbrella Liability Policy - \$4,000,000/occurrence; \$4,000,000 annual aggregate
  - c. Commercial Crime Policy - \$100,000
  - d. Garagekeepers - \$120,000
  - e. Workers' Compensation Insurance - (as required by law)

**NOTE: THE TERMS OF THE POLICIES PREVAIL OVER THE ABOVE DESCRIPTION.** Upon reasonable notice, copies of these policies are available for inspection during normal business hours at 134 Holiday Court, Suite 308, Annapolis, MD 21401.

(See attached memo with regard to insurance that should be obtained by a unit owner)

9. The Council of Unit Owners has no knowledge that any alteration or improvement to the unit or the limited common elements assigned thereto violates any provision of the Declaration, By-Laws, or rules and regulations, except for:

**NONE TO THE BEST KNOWLEDGE AND BELIEF OF THE COUNCIL**

10. The Council of Unit Owners has no knowledge of any violation of the health or building codes with respect to the unit, the limited common elements assigned thereto, or any other portion of the condominium, except for:

\*

11. Other than any leases of individual units by their owners, there is no leasehold estate affecting the condominium.
12. The recreational or other facilities which are to be used by the unit owners or maintained by them or the Council of Unit Owners and which is part of the common elements are: Swimming Pool, Party Room, and Library.

COUNCIL OF UNIT OWNERS OF  
7 SLADE, INC.

By: 

Kathryn A. Gonzales  
Vice President/Regional Property Manager  
For Brodie Management, Inc.  
Managing Agent for 7 Slade Inc.

\_\_\_\_\_  
Unit Owner

\_\_\_\_\_  
Unit Owner

Date: \_\_\_\_\_

**\* A leak occurred from unit 407's condensate line on June 18, 2017, causing water damage to unit 307 below. According to 7 Slade Governing Documents this leak is a unit owner responsibility. At this time repairs are being assessed and the total cost of repairs to unit 307 will be forthcoming as soon as the estimate is received by Management.**

EXHIBIT A

**TO BE COMPLETED BY SELLING UNIT OWNER**

(If none, state none)

The Selling Unit Owner has knowledge:

1. That the following alteration to the Selling Unit or to the limited common elements assigned to it, if any, violates a provision of the Declaration, Bylaws or Rules and Regulations:
  
  
  
  
  
  
  
  
  
  
2. Of the following violations of the health or building codes with respect to the Selling Unit or the limited common elements assigned to the Selling Unit, if any:
  
  
  
  
  
  
  
  
  
  
3. That the unit is subject to the following extended lease (copy attached) under Section 11-137 of the Real Property Article of the Annotated Code of Maryland or under local law:

\_\_\_\_\_  
Signature of Selling Unit Owner

\_\_\_\_\_  
Date

# Balance Sheet (Repl Fd) - Brodie Management, Inc.

(01078) 7 Slade, Inc. - For May 2017

Account	Balance 5/31/2017
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## \*\*ASSETS\*\*

### OPERATING FUND:

CASH - OPERATING ACCT	9,793.80
PETTY CASH	100.00
TOTAL OPERATING CASH	<u>9,893.80</u>

ACCTS REC-CONDO FEES	31,624.80
ACCTS REC-MISC CHGS	10,891.58
ALLOWANCE FOR DOUBTFUL ACCTS	(3,623.29)
PREPAID INSURANCE	9,192.00
PREPAID EXP - OTHER	6,531.29
DUE (TO)/FROM REPL FUND	1,556.08

TOTAL:	<u>66,066.26</u>
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### REPLACEMENT FUND:

E-TRADE MMA (VARIABLE)	141,306.59
MORGAN STANLEY	9,926.68
CAPITAL ONE BK CD 1.39% 07/29/19	249,997.50
NCB BANK - LOAN COLLATERIAL	172,223.25
NCB BANK - CASH ESCROW	136,285.93
TOTAL REPLACEMENT CASH	<u>709,739.95</u>

ACCRUED INT REC - REPF	770.71
LOAN FEES	5,250.00
ACCUM AMORTIZATION - LOAN FEES	(875.00)
DUE (TO)/FROM OPER FUND	(1,556.08)

TOTAL:	<u>713,329.58</u>
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TOTAL ASSETS:	<u><u>779,395.84</u></u>
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## \*\*LIAB. & FUND BALANCE\*\*

### OPERATING FUND:

#### LIABILITIES

A/P	5,834.89
ACCRUED EXPENSES	10,749.58
INCOME TAX PAYABLE	1,145.00
ACCRUED PAYROLL	7,840.03
PREPAID CONDO FEES	28,245.53
DEFERRED VERIZON INCOME	3,856.68
TOTAL LIABILITIES	<u>57,771.71</u>

#### FUND BALANCE

OPERATING FUND-BEG OF YR	5,289.93
NET SURPLUS/(DEFICIT)-OPER FD	3,004.62
TOTAL FUND BALANCE	<u>8,294.55</u>

TOTAL:	<u>66,066.26</u>
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### REPLACEMENT FUND:

#### LIABILITIES

LOAN PAYABLE - NCB	750,000.00
LOAN AMORTIZATION - NCB	(97,024.42)
TOTAL LIABILITIES	<u>652,975.58</u>

#### FUND BALANCE

TOTAL FUND BALANCE	60,364.00
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**Balance Sheet (Repl Fd) - Brodie Management, Inc.**

(01078) 7 Slade, Inc. - For May 2017

Account	Balance 5/31/2017
TOTAL:	<u>713,329.58</u>
TOTAL LIAB/FUND BALANCE:	<u><u>779,395.84</u></u>

## Replacement Fund - Brodie Management, Inc.

(01078) 7 Stade, Inc. - For May 2017

Account	MTD Actual 5/31/2017	MTD Budget 5/31/2017	Difference	YTD Actual 5/31/2017	YTD Budget 5/31/2017	Difference	Annual Budget
<b>REVENUE:</b>							
3801 TRANSFERS FROM OPER FUND	10,875	10,875	0	76,123	76,123	0	130,496
3801-ADD ADDITIONAL TRNSFER FROM OPER	0	0	0	5,290	0	5,290	0
3801-LOAN NCB LOAN PAYMENT TRANSFER	6,228	6,228	0	43,597	43,597	0	74,737
3802 INTEREST INC - REPL FUND	288	0	288	1,735	0	1,735	0
<b>TOTAL REVENUE</b>	<b>17,390</b>	<b>17,103</b>	<b>288</b>	<b>126,745</b>	<b>119,719</b>	<b>7,025</b>	<b>205,233</b>
<b>EXPENDITURES:</b>							
3905 LOAN INTEREST - NCB	3,144	0	(3,144)	22,312	0	(22,312)	0
3958 SHED	1,556	0	(1,556)	1,556	0	(1,556)	0
3957 SERVICE CHARGES-BANK	0	0	0	175	0	(175)	0
<b>TOTAL EXPENDITURES</b>	<b>4,700</b>	<b>0</b>	<b>(4,700)</b>	<b>24,043</b>	<b>0</b>	<b>(24,043)</b>	<b>0</b>
<b>INC/(DEC) IN FUND</b>	<b>12,691</b>	<b>17,103</b>	<b>(4,412)</b>	<b>102,702</b>	<b>119,719</b>	<b>(17,018)</b>	<b>205,233</b>
3800 REPLACEMENT FUND-BEG OF YR	0	0	0	(42,348)	0	(42,348)	0
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(42,348)</b>	<b>0</b>	<b>(42,348)</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>12,691</b>	<b>17,103</b>	<b>(4,412)</b>	<b>60,354</b>	<b>119,719</b>	<b>(59,365)</b>	<b>205,233</b>
<b>TOTAL REPLACEMENT FUND BALANCE</b>	<b>12,691</b>	<b>17,103</b>	<b>(4,412)</b>	<b>60,354</b>	<b>119,719</b>	<b>(59,365)</b>	<b>205,233</b>

# Operating Fund Stmt. - Brodie Management, Inc.

(01078) 7 Slade, Inc. - For May 2017

Account	MTD Actual 5/31/2017	MTD Budget 5/31/2017	Difference	YTD Actual 5/31/2017	YTD Budget 5/31/2017	Difference	Annual Budget
<b>REVENUE:</b>							
4010 REGULAR ASSESSMENTS	125,181	125,058	123	876,267	875,407	860	1,500,697
<b>TOTAL ASSESSMENTS</b>	<b>125,181</b>	<b>125,058</b>	<b>123</b>	<b>876,267</b>	<b>875,407</b>	<b>860</b>	<b>1,500,697</b>
<b>OTHER INCOME:</b>							
8006 GUEST ROOM/PARTY/MISC INCOME	2,190	833	1,357	8,065	5,833	2,232	10,000
8020 LATE CHARGES	137	0	137	1,397	0	1,397	0
8070 INTEREST INCOME	8	6	2	84	18	66	25
8080 BAD CHECK CHARGES	0	0	0	150	0	150	0
<b>TOTAL OTHER INCOME</b>	<b>2,335</b>	<b>839</b>	<b>1,496</b>	<b>9,696</b>	<b>5,851</b>	<b>3,845</b>	<b>10,025</b>
<b>TOTAL REVENUE</b>	<b>127,516</b>	<b>125,897</b>	<b>1,618</b>	<b>885,963</b>	<b>881,258</b>	<b>4,705</b>	<b>1,510,722</b>
<b>PERSONNEL:</b>							
5015 MAINTENANCE	6,049	5,909	(140)	42,511	44,316	1,805	76,815
5017 PORTERS	4,846	5,680	844	36,329	42,675	6,346	73,970
5018 DOORMEN	3,885	4,179	294	35,139	31,345	(3,794)	54,332
5019 RECEPTIONISTS	5,265	7,843	2,578	51,809	58,824	7,015	101,962
5020 TEMPORARY LABOR	22,076	12,512	(9,564)	93,275	87,583	(5,692)	150,143
5030 EMPLOYEE UNIFORMS	563	542	(21)	2,516	3,792	1,276	6,500
5033 FICA	1,491	1,958	467	12,380	13,704	1,324	23,492
5034 STATE UNEMPLOYMENT TAX	155	467	312	4,797	3,268	(1,529)	5,602
5035 FEDERAL UNEMPLOYMENT TAX	11	63	52	429	436	7	639
5060 WORKERS COMP INSURANCE	0	0	0	6,274	7,714	1,440	7,714
5070 HEALTH INSURANCE	4,805	2,724	(2,081)	14,888	19,068	4,180	32,888
<b>TOTAL PERSONNEL</b>	<b>49,165</b>	<b>41,886</b>	<b>(7,279)</b>	<b>300,347</b>	<b>312,724</b>	<b>12,377</b>	<b>533,857</b>
<b>UTILITIES:</b>							
5140 ELECTRICITY	16,915	31,192	14,277	191,414	186,462	(4,952)	318,665
5170 NATURAL GAS	4,428	2,313	(2,115)	19,460	17,497	(1,963)	29,335
5190 WATER / SEWER	4,327	0	(4,327)	9,543	8,896	(647)	16,909
<b>TOTAL UTILITIES</b>	<b>25,670</b>	<b>33,505</b>	<b>7,835</b>	<b>220,417</b>	<b>212,855</b>	<b>(7,562)</b>	<b>364,909</b>
<b>CONTRACTS:</b>							
5205 ELEVATOR	0	0	0	10,338	7,938	(2,400)	15,876
52051 3RD PARTY ELEVATOR INSPECTIONS	0	0	0	0	0	0	725
5206 QUARTERLY ELEVATOR INSPECTIONS	0	0	0	0	987	987	1,975
5207 GATES	0	0	0	0	647	647	1,295
5210 EXTERMINATING	800	800	0	6,400	5,600	(800)	9,600
5212 FIRE EXTINGUISHER CONTRACT	0	0	0	0	0	0	900
5225 TRASH COMPACTOR CONTRACT	0	0	0	0	1,075	1,075	1,075
5225-1 TRASH CHUTE CLEANING	125	125	0	750	875	125	1,500
5230 SNOWREMOVAL	0	0	0	8,160	22,000	13,840	22,000
5240 GROUNDS CONTRACT	7,000	4,483	(2,517)	16,862	18,931	1,968	33,047
5245 LAWN, TREE, SHRUB CONTRACT	7,365	5,170	(2,195)	12,991	9,800	(3,191)	25,000
5247 INFRARED TESTING	0	0	0	1,352	0	(1,352)	1,352
5250 LOBBY PLANT MAINTENANCE	125	125	0	875	875	0	1,500
5255 ALARM CONTRACT	0	0	0	0	360	360	360
5270 HVAC CONTRACT	1,408	2,913	1,505	26,728	24,084	(2,634)	32,635
5290 POOL CONTRACT	3,929	0	(3,929)	10,683	7,725	(2,958)	19,985
<b>TOTAL CONTRACTS</b>	<b>20,772</b>	<b>13,616</b>	<b>(7,156)</b>	<b>95,239</b>	<b>100,907</b>	<b>5,668</b>	<b>168,825</b>
<b>REPAIRS, MAINT &amp; SUPPLIES:</b>							
5305 SUPPLIES - ELEC/MECH	1,813	486	(1,127)	5,480	3,402	(2,078)	5,832
5310 RENTAL EXPENSES	0	0	0	6,350	7,000	650	7,000
5311 RECYCLING	0	0	0	0	50	50	100
5312 PARKING	0	0	0	462	150	(312)	300
5315 SUPPLIES - GROUNDS	0	500	500	884	500	(384)	1,000
5316 FIRE AND SAFETY	0	0	0	0	150	150	300
5320 SUPPLIES - JANIT	1,009	1,000	(9)	8,144	7,000	(1,144)	12,000
5325 SUPPLIES - MAINTENANCE	0	375	375	1,590	2,625	1,035	4,500
5328 POOL SUPPLIES/REPAIRS	1,027	500	(527)	1,027	500	(527)	1,000
5330 POOL FURNITURE/EQUIPMENT	649	1,000	351	649	1,000	351	1,000
5400 UNSUBMITTED CLAIMS	0	0	0	1,692	5,000	3,308	5,000
5445 REPAIRS - ELEC	0	0	0	873	1,250	377	2,500
5455 REPAIRS - EXT PARKING GATE	0	0	0	1,859	0	(1,859)	1,000



## Operating Fund Stmt. - Brodie Management, Inc.

(01078) 7 Slade, Inc. - For May 2017

Account	MTD Actual 5/31/2017	MTD Budget 5/31/2017	Difference	YTD Actual 5/31/2017	YTD Budget 5/31/2017	Difference	Annual Budget
5475 REPAIRS - OTHER	4,655	3,417	(1,238)	29,620	23,917	(5,703)	41,000
5478 REPAIRS - PLUMBING	0	792	792	4,319	5,542	1,223	9,500
<b>TOTAL REPAIRS, MAINT, SUPPLIES</b>	<b>8,952</b>	<b>8,069</b>	<b>(882)</b>	<b>62,949</b>	<b>58,085</b>	<b>(4,863)</b>	<b>92,032</b>
<b>ADMINISTRATIVE EXPENSE:</b>							
5710 TELEPHONE	1,431	1,167	(264)	8,084	8,167	83	14,000
5720 POSTAGE	237	92	(145)	1,172	642	(530)	1,100
5740 FORMS / OFFICE SUPPLIES	337	792	455	5,837	5,542	(295)	9,500
5750 MANAGEMENT FEE	4,232	4,232	0	29,624	29,624	0	51,165
5770 BAD DEBT EXP	0	0	0	0	2,000	2,000	7,000
5780 ACCOUNTING	0	0	0	1,600	1,600	0	1,600
5785 LEGAL	1,229	745	(484)	4,209	6,070	1,861	9,800
5810 MISC ADMIN EXP	414	542	128	3,396	3,792	396	6,500
6670 INCOME TAX EXP	0	0	0	2,045	0	(2,045)	0
6680 INSURANCE EXP	1,448	0	(1,448)	23,030	29,175	6,145	45,201
<b>TOTAL ADMINISTRATIVE EXP</b>	<b>9,328</b>	<b>7,569</b>	<b>(1,759)</b>	<b>78,997</b>	<b>86,611</b>	<b>7,613</b>	<b>145,866</b>
7000 TRANSFER TO REPL FUND	10,875	10,875	0	76,123	76,123	0	130,496
7000-A TRANSFER TO REPL FUND - SURPLUS	0	0	0	5,290	0	(5,290)	0
7001 NCB LOAN REPAYMENT	6,228	6,228	0	43,597	43,597	0	74,737
<b>TOTAL EXPENSES</b>	<b>130,989</b>	<b>121,748</b>	<b>(9,241)</b>	<b>882,958</b>	<b>890,902</b>	<b>7,943</b>	<b>1,510,722</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(3,473)</b>	<b>4,149</b>	<b>(7,622)</b>	<b>3,005</b>	<b>(9,644)</b>	<b>12,648</b>	<b>0</b>

7 Slade Condominium				Page 1	APPROVED 2017 BUDGET 10-17-16	
10/17/2016	APPROVED 2017 BUDGET					
Account		YTD 7/31/16	PROJ FYE ACTUAL	APPROVED 2016 BUDGET	APPROVED 2017 BUDGET	Comments
<b>REVENUE</b>						
4010	Regular Assessments	1,103,454	1,471,272	1,470,576	1,500,697	2% Increase based on 2016 Y/E Actual. 1% Operating expenses 1% reserves
<b>TOTAL ASSESSMENTS</b>		<b>1,103,454</b>	<b>1,471,272</b>	<b>1,470,576</b>	<b>1,500,697</b>	
<b>OTHER INCOME</b>						
8006	Party / Guest Room	10626	14,167	10,000	10,000	Based on 2016 Budget
8020	Late Charges	1377	1,836	0	0	Unanticipated Income
8070	Interest Income	55	55	25	25	Based on 2016 Budget
8080	Bad Check Charges	100	100	0	0	Unanticipated Income
<b>TOTAL OTHER INCOME</b>		<b>12,158</b>	<b>16,158</b>	<b>10,025</b>	<b>10,025</b>	
<b>TOTAL REVENUE</b>		<b>1,115,612</b>	<b>1,487,430</b>	<b>1,480,601</b>	<b>1,510,722</b>	
<b>EXPENSES</b>						
<b>PERSONNEL</b>						
5015	Personnel	218,816	290,240	298,257	307,079	
5020	Temporary Labor	101,353	135,137	120,200	150,143	Concierge Service - three doormen/one receptionist
5030	Employee Uniforms	2,470	4,923	5,028	6,500	Weekly Uniform cleaning - Maint/Porters
5033	FICA	16,363	22,392	22,264	23,492	Rate is 7.65%
5034	State Unemployment	4,409	3,437	3,332	5,602	Rate is 4.50%
5035	Federal Unemployment	510	647	639	639	Rate is 0.60%
5060	Worker Comp Insurance	6,274	7,417	8,482	7,714	1/1/17-1/1/18 - 4% increase
5070	Health Insurance	21,569	28,759	29,235	32,688	6/1/16-5/31/17- \$2229 per month X 7 months = \$15,603 and 6/1/17- 10/31/17 = \$2385 X 5 months = \$11,925. Taylor/Stephens - \$415 X 12=\$4,980 = Dental \$15.00/mth X 12 = \$180 TOTAL: \$32688
<b>TOTAL PERSONNEL</b>		<b>371,764</b>	<b>492,952</b>	<b>487,437</b>	<b>533,857</b>	
<b>UTILITIES</b>						
5140	Electricity	232,037	309,383	387,001	318,665	The current contract is with AEP Energy. It is a 24 month agreement which began in May 2016. The contract rate is \$0.07196 per KWH. 3% increase for delivery fee. Approximate KWH usage by building - 3-3.2 million.
5170	Natural Gas	17,893	27,858	28,742	29,335	BG&E -Delivery and commodity of natural gas both through BG&E - anticipate a 5.3% increase for 2017
5190	Water/Sewer	11,808	15,744	16,164	16,909	Baltimore County projected increase for 2017 is 7.4%
<b>TOTAL UTILITIES</b>		<b>261,738</b>	<b>352,985</b>	<b>431,907</b>	<b>364,909</b>	
<b>CONTRACTS</b>						
5205	Elevator	11340	15120	13,446	15,876	Otis Elevator - \$3,780 per quarter X 4 = \$15120 plus 5% increase labor side
5205-1	Annual Elevator Inspections	725	725	350	725	Performed by elevator consultant for renewal of State Elevator certificates annually. All elevators inspected 8/16 <b>No increase in contract price.</b>
5206	Consultant elevator inspection	1038	1038	1,975	1,975	Bi- Annual inspections @975.00 per evaluation X 2= \$1975- with elevator consultant
5207	Gates	0	0	550	1,295	Preventative maintenance contract per Custom Electronics proposal.
5210	Extermination	6,730	9,745	9,600	9,600	Brody Brothers \$800 /mth X 12 = \$9,600 <b>No increase in contract price.</b>
5212	Fire Extinguisher Contract	2,066	2,066	975	900	Fireline annual fire extinguisher and sprinkler (trash chute) testing. 2016 included a 5 year flow test for standpipes. Line item reduced in 2017 budget
5225	Chute Cleaning	0	0	0	1,075	8 Story trash Chute cleaning- performed in 2014 by Chutes - to be scheduled in 2017 - Proposal received from Chutes \$1075 <b>No increase in contract price</b>
5225-1	Trash Comp - odor control	250	1,500	1,500	1,500	Monthly Odor control Trash Compactor \$125 X 12 =\$1,500
5230	Snow Removal	38,602	38,602	15,000	32,000	Based on average snow costs last five years- Contract with Piccinini ends in April 2018 Average per year approximately \$27794
5240	Grounds Contract	17,933	31,061	33,047	33,047	Piccinini & Sons- current contract set at \$23,910 for three years - from March 15, 2014 through March 31, 2017 - add additional funds for fuel surcharge 3.5%. Annual flowers included in this line item - \$4,150
5245	Lawn, Tree & Shrub Contract	8,435	15,000	15,000	15,000	Community landscaping, pest/tree spraying, tree pruning, tree removal, tree plantings, fence line clearing, etc. <b>Per Committee Request</b>
5247	Infrared Testing- ABM	0	1,352	1,352	1,352	Infrared testing ABM Electrical (formerly Met Electric - \$1352.00 per year. 3 year contract 2016/2017/2018/
5250	Lobby Plant Maintenance	1,125	1,500	1,500	1,500	Plant Connection \$125/mth X 12 = \$1500



	7 Slade Condominium			Page 2		APPROVED 2017 BUDGET 10-17-16
10/17/2016	APPROVED 2017 BUDGET					
Account		YTD 7/31/16	PROJ FYE ACTUAL	APPROVED 2016 BUDGET	APPROVED 2017 BUDGET	Comments
5255	Alarm Contract	401	761	360	360	AR Simmons- annual fire alarm monitoring . 2016 Y/Expense indicates (1) repair to station loop #2. Contract is \$360. <b>No increase in contract price.</b>
5270	HVAC Contract	24,129	32,635	35,833	32,635	Triple EEE- contract - \$26,610 and Calvert Mechanical annual preventative maintenance for rooftop HVAC and all other common area mechanical HVAC equipment in building - \$6,025 <b>No increase in contract price for Triple EEE or Calvert Mechanical</b>
5290	Pool Contract	18,237	19,700	19,700	19,985	DRD Pools - 2017 Pool Contract price (two year contract) - \$16615 (MD minimum wage increase included in this price - swimming permit (\$250), discharge requirements by State (\$670), winterization treatment after closing of pool (\$475 X 2 = \$950) AED Maintenance - \$1,500
	<b>TOTAL CONTRACTS</b>	<b>131,011</b>	<b>170,805</b>	<b>150,188</b>	<b>168,825</b>	
	<b>REPAIRS, MAINT &amp; SUPPLIES</b>					
5305	Supplies-Elec/mech	4,457	5,943	4,500	5,832	Based on 2016 YTD Actual
5310	Rental Expenses	840	640	800	5,000	Guest room furniture, new televisions for guest rooms and new benches. <b>Per Committee Request</b>
5311	Recycling	0	0	100	100	<b>Per Committee request</b>
5312	Parking	0	0	300	300	<b>Per Committee request</b>
5311	News you can Use	0	0	0	0	4 times per year - 2 pages - \$75 per page \$600
5315	Supplies - Grounds	0	0	0	1,000	<b>Per Committee request - hoses, sprayers, soil, plantings</b>
5316	Fire and Safety	0	0	0	300	<b>Per Committee request</b>
5320	Supplies-Janitorial	13,221	14,783	7,450	12,000	Based on 2016 YTD Actual
5325	Supplies-Maintenance	3,496	4,662	4,100	4,500	Based on 2016 YTD Actual
5328	Pool supplies/repairs	106	1,000	1,000	1,000	Pool repairs, pool equipment, based on 2016 YTD Actual-pool season start up materials/equipment
5330	Pool Furniture/Equipment	788	788	700	1,000	Umbrellas, tables, etc. required for pool operation. <b>Per Committee Request-</b>
5380	Equipment Purchases	1,355	1,355	0	0	Purchased through the wall unit HVAC for guest rooms in 2016
5385	Operating Contingency	0	0	0	0	3% of expenses
5400	Casualty Loss	0	5,000	5,000	5,000	One incident - \$5,000 deductible
5445	Repairs-Electric	0	4,200	2,750	2,500	Lighting repairs needed throughout interior/exterior of building. 2016 Number reflects upgrade to front entrance exterior lighting. Reduction in line item cost for 2017
5455	Repairs- Exterior Parking Gat	3,535	3,535	1,000	1,000	General Gate repairs while waiting for gates to be fabricated, equipment ordered and installed
5475	Repairs-Other	44,709	55,729	31,000	43,000	General repairs - interior repairs (painting Phoenix Restoration); Security camera repairs; Security door repairs; wood flooring finishing; welding services; carpet cleaning services; fire alarm repairs; hvac repairs; repair automatic door equipment; window cleaning. Reduction in line items based on the following: Roofing Repairs - W&K Contracting/Elevator Flooring - CRS/Welding
5478	Repairs-Plumbing	8,406	11,208	6,500	9,500	Plumbing repairs to pipes, valves and drain cleaning - common area drains (Bilson/Cranston) - based on 2016 YTD Actual
	<b>TOTAL REPAIRS, MAINT &amp; S</b>	<b>80,913</b>	<b>108,843</b>	<b>65,200</b>	<b>92,032</b>	
	<b>ADMINISTRATIVE EXPENSES</b>					
5710	Telephone	12,444	14,291	13,100	14,000	Based on YTD Actual
5720	Postage	389	1,137	1,050	1,100	Based on 2016 YTD Actual, includes required mailings such as (1) notice of meetings, (2) annual meeting (3) any special meetings (4) change of rules/regulations that must be distributed via mail to owners (4) New gate regulations
5740	Forms/Office Supplies	7,419	9,892	8,123	9,500	General copying associated with above mailings - based on 2016 YTD Actual.
5750	Management Fee	37,139	49,649	49,649	51,165	Management Services
5770	Bad Debt Expense	70	7,000	7,000	7,000	Bad debt write off - either from foreclosures, bankruptcies. Same as 2016 budget
5780	Accounting	1,600	1,600	1,600	1,600	Strauss & Associates engagement letter- 2016 audit
5785	Legal	14,594	17,459	9,800	9,800	General legal counsel - reduction due to extent of work on pets/legal opinions
5810	Misc. Admin Expense	3,857	6,153	7,000	6,500	Based on Projected FYE Actual- includes Deer Park Water, Life Safe Services-oxygen, Comcast cable front desk and guest rooms, Signage, etc.
6670	Income Tax Expense	0	0	0	0	Reserve Item

10/17/2016 APPROVED 2017 BUDGET

Account		YTD 7/31/16	PROJ FYE ACTUAL	APPROVED 2016 BUDGET	APPROVED 2017 BUDGET	Comments
6680	Insurance Expense	34,790	43,056	44,617	45,201	Policy renewal 1/1/17- Current rates: Package \$37,867/Umbrella \$1277/D&O \$2,372 and Fidelity \$1540- Projecting 5% increase
	<b>TOTAL ADMINISTRATIVE</b>	<b>112,302</b>	<b>150,237</b>	<b>141,939</b>	<b>145,866</b>	
7000	Transfer to Replacement Fun	96,895	129,193	129,193	130,485	1% increase
7001	NCB Loan Payments	56,053	74,737	74,737	74,748	\$6229 X 12 = \$74,748
	<b>TOTAL EXPENSES</b>	<b>1,110,676</b>	<b>1,479,752</b>	<b>1,480,601</b>	<b>1,510,722</b>	
	Surplus/Deficit	4,936	7,678	0	0	
	Projected Surplus/Deficit Total			0	0	
	Expenses less transfers to rese	1,054,623	1,405,015	1,405,864	1,435,974	

SUBURBAN OAKS APARTMENTS CONDOMINIUM

Baltimore County, Maryland

NOTE

Although the Developer does not contemplate that any substantial changes will be made in the Master Deed and Bylaws, purchasers and prospective purchasers should be aware that amendments may be required by governmental authorities, mortgagees, and title insurance companies.

NOV 29-73 2654642 444 18350  
NOV 29-73 2654642 444 18350

MASTER DEED

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TRANSFERRED

TRANSFER TAX NOT REQUIRED

11-29-73

Walter R. Richardson

Director of Finance

DATE 11-29-73

PER FEA CLERK

Per: *Muriel J. Keenan*  
Authorized Signature

*Bas & Sons*

MASTER DEED ESTABLISHING  
A PLAN FOR CONDOMINIUM OWNERSHIP OF  
PREMISES LOCATED IN THE THIRD ELECTION DISTRICT,  
BALTIMORE COUNTY, MARYLAND  
PURSUANT TO THE HORIZONTAL PROPERTY ACT  
OF THE STATE OF MARYLAND

Creative Development Corporation, a corporation organized and existing under the laws of the State of Maryland (hereinafter referred to as the "Developer"), does hereby declare:

1. Submission of Property. The Developer hereby submits the Land, described in Schedule A annexed hereto, together with the building and improvements thereon located and owned by the Developer in fee simple absolute (hereinafter called the "Property"), to the provisions of the Horizontal Property Act of the State of Maryland [Art. 21, §§11-101 to 11-126, Ann. Code of Md. (1972 Interim Supplement)], in order to create a plan of condominium ownership in such Property.

2. Definitions. The terms used in this Master Deed and in the attached Bylaws shall have the following meanings:

(a) "Board of Directors" means the persons elected as such in accordance with the Bylaws.

(b) "Building" means the building and other improvements located on the Land. The Building is located on the real property described in Schedule C of this Master Deed.

(c) "Building Plans" consist of the plans of the Building filed or to be filed showing graphically particulars of the Building and the Units. The Building Plans are by this reference incorporated herein.

(d) "Bylaws" means those attached hereto and as amended from time to time.

(e) "Common Elements", both "General" and "Limited", means all parts of the Property other than the Units, as more fully set forth in paragraph 7 of this Master Deed.

(f) "Common Expenses" means and includes:

(i) All sums lawfully assessed against the Unit Owners by the Council of Owners;

(ii) Expenses of administration, maintenance, repair or replacement of the Common Elements, including repair and replacement funds as may be established;

(iii) Expenses agreed upon as common expenses by the Council of Owners;

(iv) Expenses declared common expenses by the provisions of the Horizontal Property Act or by this Master Deed or the Bylaws;

(v) Premiums for insurance policies required to be purchased by the Board of Directors of the Condominium pursuant to the Bylaws.

(g) "Council of Owners" means all of the Owners as defined in paragraph (m), acting as a group in accordance with the Bylaws.

(h) "Developer" means Creative Development Corporation, a Maryland corporation, and its successors and assigns.

(i) "Horizontal Property Act" means Art. 21, §§11-101 to 126, Ann. Code of Md. (1972 Interim Supplement).

(j) "Land" means the real property described in Schedule A of this Master Deed, exclusive of the Building thereon.

(k) "Majority of the Owners" means the Owners of fifty-one percent (51%) or more of the aggregate Percentage Interests. Any specified percentage of the Owners means the Owners of such number of Percentage Interests in the aggregate.

(l) "Managing Agent" means a professional managing agent employed by the Owners to perform such duties and services as the Board of Directors shall authorize in conformance with this Master Deed and the Bylaws.

(m) "Owner" or "Unit Owner" means any person, corporation, partnership, association, trust or other legal entity, or any combination thereof, which owns fee simple



title to a Unit.

(n) "Percentage Interest" means the percentage interest of each Unit in the Common Elements as set forth in Schedule B attached hereto.

(o) "Plat of Condominium Subdivision" means the plat of the entire Property described in this Master Deed and recorded or to be recorded with this Master Deed. The Plat of Condominium Subdivision is by this reference incorporated herein.

(p) "Property" means the Land and the Building owned in fee simple absolute, and all easements, rights and appurtenances belonging thereto, and all articles of personal property intended for use in connection therewith.

(q) "Rules and Regulations" means those rules and regulations adopted from time to time by the Board of Directors that are deemed necessary for the enjoyment of the Condominium provided they are not in conflict with the Horizontal Property Act, the Master Deed and the Bylaws.

(r) "Unit" means a unit as defined by the Horizontal Property Act, and consists of any one of those parts of the Building which is separately described on the Plat of Condominium Subdivision, on the Building Plans, in Schedule B attached hereto and in paragraph 6 of this Master Deed.

3. Name of Condominium. This Condominium shall be known as "Suburban Oaks Apartments Condominium."

4. Building. There is one Building located on the Land. The location, dimensions, and area of the Building on the Land is shown on the Plat of Condominium Subdivision and Building Plans. The Building contains the aggregate number of Units shown on Schedule B and located in the Building as shown on the Plat of Condominium Subdivision and the Building Plans. There are surface automobile parking areas for the Building (situated as shown on the Plat of Condominium Subdivision) which shall be available for the use of all Unit Owners on a first-come, first-serve basis.

5. Units. Annexed hereto and made part hereof as Schedule B is a list of all Units in the Building, their unit designations, location (all as shown more fully on the Plat of Condominium Subdivision and Building Plans), the value of the Property and of each Unit, and the Per-

centage Interest of each Unit in the Common Elements determined on the basis of the proportion which the value of each Unit bears to the value of the Property, as of the date of filing of this Master Deed, said values having been estimated by the Developer. The values set forth in Schedule B are for the purposes of determining the Percentage Interests of the Unit Owners in the Common Elements only and shall not fix the fair market value of the Units and the Percentage Interests. The approximate areas of the Units, the Building, and the Land and the immediate Common Elements to which each Unit has access is shown on the Plat of Condominium Subdivision and the Building Plans.

6. Dimensions of Units. Each Unit consists of the space measured horizontally between the unfinished (unexposed) surface of the drywall (or panelling) enclosing such Unit, and the space measured vertically from the Unit side-of concrete surface of the floor of such Unit to the unfinished (unexposed) surface of the drywall ceiling of such Unit. Included as part of the Unit are: (a) the door to the patio or balcony of the Unit; (b) the front entrance door and any other entrance door to the Unit; (c) all windows in the Unit; (d) interior partitions; (e) the air-conditioning compressor whether located inside or outside the Unit and any thermostat serving only the Unit; and (f) air-conditioning and heating equipment, sinks, bath tubs, other plumbing facilities and refrigerators, ovens and other appliances, located in the Unit and serving solely the Unit. Each Unit Owner shall have the right, at any time and from time to time, to install, at his own cost and expense, such decorations, additions, fixtures, and coverings (including, without limitation, painting, finishing, wall papering and carpeting) to the surfaces of walls and ceilings which face the interior of his Unit, provided that the same do not impair the structural integrity of the Building.

7. Common Elements. A. The General Common Elements consist of the entire Property (including all parts of the Building) other than the Units and Limited Common Elements, and include, without limitation, the following:

(a) The Land described in Schedule A and portions of the Building which are not included in a Unit;

(b) All foundations, columns, girders, beams and supports of the Building;

(c) All exterior walls of the Building, all walls, floors and partitions separating Units (except those portions of such exterior walls and walls separating Units which are part of such Units), exterior roofs, halls, corridors, lobbies, stairs, stairways, elevators and other shafts, entrances to and exits from the Building, janitorial quarters and storage spaces;

(d) All gardens and fences;

(e) All other recreational or community facilities, all parking and driveway areas, and streets;

(f) All pumps, pipes, wires, cables, conduits and other apparatus relating to the water distribution, air-conditioning, heating, power, light, telephone, gas, sewer, and plumbing systems located outside of Units;

(g) All apparatus and installations existing in the Building or on the property for common use or necessary or convenient to the existence, the common maintenance or safety of the Property;

(h) All Common Elements designated as such on the Plat of Condominium Subdivision and the Building Plans.

B. The Limited Common Elements consist of: those Common Elements which are set forth in the Building Plans and Plat of Condominium Subdivision as reserved for the use of specific Units, to the exclusion of all other Units, including the balcony or patio immediately adjacent to such Unit, all as shown on the Plat of Condominium Subdivision and the Building Plans.

8. Encroachments: If any portion of the Common Elements now encroaches upon any Unit, or if any Unit now encroaches upon any other Unit or upon any portion of the Common Elements, as a result of the construction of the Building or if any such encroachment shall occur after the recording of this Master Deed as a result of settling or shifting of the Building, a valid easement for such encroachment and for the maintenance of the same shall exist so long as the Building shall stand. In the event the Building, any Unit, any adjoining Unit, or any adjoining Common Elements shall be partially or totally destroyed as a result of fire or other casualty or as a result of condemnation or eminent domain proceedings, and then rebuilt, encroachments of parts of the Common Elements upon any Unit or of any Unit upon any other Unit or upon any portion of the Common Elements, due to such rebuilding, shall be permitted, and valid easements for such encroachments and for the maintenance of the same shall exist so long as such reconstructed Building shall stand.

9. Pipes, Ducts, Cables, Wires, Conduits, Public Utility Lines and Other Common Elements Located Inside of Units; Support. Each Unit Owner shall have an easement in common with the Owners of all other Units to use all pipes, wires, ducts, cables, conduits, public utility lines and other Common Elements located in any of the other

Units and serving his Unit. Each Unit shall be subject to an easement in favor of the Owners of all other Units to use the pipes, ducts, cables, wires, conduits, public utility lines and other Common Elements serving such other Units and located in such Unit. The Board of Directors shall have a right of access to each Unit to inspect the same, to remove violations therefrom and to maintain, repair or replace the Common Elements contained herein or elsewhere in the Building. Every portion of a Unit which contributes to the structural support of the Building shall be burdened with an easement of structural support for the benefit of all other Units and the Common Elements.

10. Units Subject to Master Deed, Bylaws and Rules and Regulations. All present and future Owners, tenants and occupants of Units shall be subject to, and shall comply with, the provisions of this Master Deed, the Bylaws and the Rules and Regulations, as they may be amended from time to time. The acceptance of a deed of conveyance or the entering into of a lease or the entering into occupancy of any Unit shall constitute an agreement that the provisions of this Master Deed, the Bylaws and the Rules and Regulations, as they may be amended from time to time, are accepted and ratified by such Owner, tenant, or occupant, and all of such provisions shall be deemed and taken to be enforceable equitable servitudes and covenants running with the land and shall bind any person having at any time any interest or estate in such Unit, as though such provisions were recited and stipulated at length in each and every deed or conveyance or lease thereof.

11. Units Subject to Easements for Ingress and Egress Through Common Elements. Each Unit Owner shall have an easement in common with the Owners of all other Units for ingress and egress through, and use and enjoyment of, all Common Elements. Each Unit shall be subject to an easement for ingress and egress through, and use and enjoyment of, all Common Elements by persons lawfully using or entitled to same.

12. Amendment of Master Deed. This Master Deed may be amended by the vote of at least 66-2/3% of the Unit Owners, cast in person or by proxy at a meeting duly held in accordance with the provisions of the Bylaws, provided, however, that any such amendment shall have been approved in writing by the mortgagees or mortgagees holding mortgages constituting first liens on 51% or more of the Units subject

to mortgages. Any such amendment shall be subject to the approval of Baltimore County, Maryland. No such amendment shall be effective until recorded in the Office of the Clerk of the Circuit Court in and for Baltimore County, Maryland. Provided, however, (i) the Percentage Interests shall not be changed except by unanimous consent of all the Unit owners which change shall be evidenced by an appropriate amendatory declaration to such effect recorded among the Land Records of Baltimore County, Maryland, and (ii) so long as the Developer owns one or more Units, no amendment to the Declaration shall be adopted that could interfere with the sale, lease or other disposition of such Unit(s).

13. No Revocation or Partition. The Common Elements shall remain undivided and no Unit Owner or any other person shall bring any action for partition or division thereof, except in the event of the destruction or condemnation of more than two-thirds (2/3rds), in value, of the Building, the dedication of the Property to the Horizontal Property Regime shall not be waived or revoked unless all of the Unit Owners and the mortgagees of all of the mortgages covering the Units unanimously agree to such revocation or waiver.

14. Invalidity. The invalidity of any provisions of this Master Deed shall not be deemed to impair or affect in any manner the validity, enforceability or effect of the remainder of this Master Deed, and, in such event, all of the other provisions of this Master Deed shall continue in full force and effect as if such invalid provision had never been included herein.

15. Waiver. No provision contained in this Master Deed shall be deemed to have been abrogated or waived by reason of any failure to enforce the same, irrespective of the number of violations or breaches which may occur.

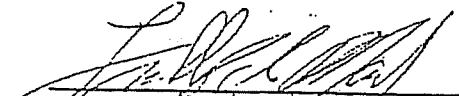
16. Gender. The use of the masculine gender in this Master Deed shall be deemed to refer to the feminine gender and the use of the singular shall be deemed to refer to the plural, and vice versa, whenever the context so requires.

IN WITNESS WHEREOF, the Developer has caused this Master Deed to be executed by its duly authorized

officers and its corporate seal to be hereunto affixed  
this 17th day of July, 1973.

Attest:

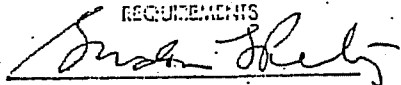
✓  
CREATIVE DEVELOPMENT CORPORATION

  
(Assist.) Secretary

By   
(Vice) President

[Corporate Seal]


REVIEWED FOR BALTIMORE COUNTY  
REQUIREMENTS

  
ASSISTANT COUNTY SOLICITOR

State of \_\_\_\_\_ )  
District of Columbia ) SS:  
County of \_\_\_\_\_ )

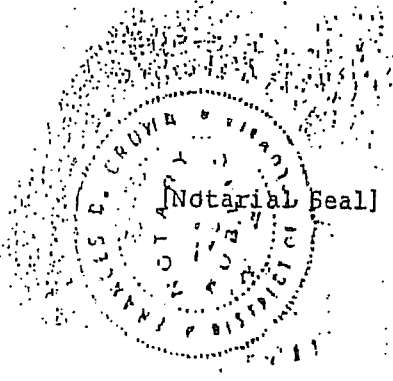
I, Frances B. Crown, a Notary Public  
in and for the jurisdiction aforesaid, do hereby certi-  
fy that David Lawton and Franklyn de Marco  
as (Vice) President and (Assist.) Secretary, respectively,  
of Creative Development Corporation, personally appeared  
before me in said jurisdiction and being by me first duly  
sworn, did depose and say that Creative Development Corporation  
is a party to the foregoing and annexed instrument and  
that the facts set forth in said instrument are true and  
correct; and they acknowledged to me that Creative Development  
Corporation executed the said instrument as its free act  
and deed.

Subscribed and sworn to before me this 17th day of July, 1973.

  
Notary Public

My Commission Expires Feb. 28, 1974

My commission expires: \_\_\_\_\_



The undersigned, being the Trustee of that certain deed of trust recorded among the Land Records of Baltimore County, Maryland in Liber EHK, Jr. 5358, Folio 822, hereby consents to the recordation of this Master Deed and hereby subordinates the lien of said deed of trust to this Master Deed.

Calhoun Bond  
Calhoun Bond, Trustee

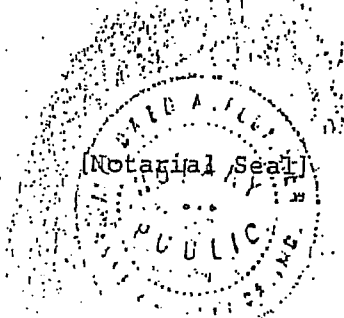
State of Maryland  
City of Baltimore )  
County of Baltimore ) SS:

I, Isidore A. Plummer, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Calhoun Bond, Trustee, personally appeared before me in said jurisdiction and, being by me first duly sworn, did depose and say that he is a party to the foregoing and annexed instrument and that the facts set forth in said instrument are true and correct; and he acknowledged to me that he executed the said instrument for the purposes therein contained and in the capacity therein stated.

Subscribed and sworn to before me this 29<sup>th</sup> day of July, 1973.

Isidore A. Plummer  
Notary Public

My commission expires 7-1-74



SCHEDULE ASUBURBAN OAKS APARTMENTS

ALL that lot of ground, situate, lying and being in the Third Election District of Baltimore County, State of Maryland, and described as follows, that is to say:

BEGINNING for the same at a T-Bar with cap dated "9-19-67" set on the southeast side of Slade Avenue, 74 feet wide, at the distance of 788.33 feet, as measured northeasterly along said southeast side of Slade Avenue from its intersection with the northeast side of Reisterstown Road, said beginning point being at the beginning of the second or south 29 degrees 42 minutes east 490 foot line of the sixth parcel of the land conveyed by Louis Sachs and others to Thomas F. Mullán, Jr., and others, by Deed dated June 20, 1960, and recorded among the Land Records of Baltimore County in Liber W.J.R. 3715, page 277, said beginning point being also at the end of the eighth or north 36 degrees 46 minutes west 487.21 foot line of the land conveyed by Joseph J. Baylin and wife to Eleven Slade, Inc., by Deed dated December 30, 1959, and recorded among said Land Records in Liber W.J.R. 3654, page 611, and running thence, binding on said southeast side of Slade Avenue and referring the courses of this description to the Grid Meridian established in the Baltimore County Metropolitan District, (1) north 53 degrees 05 minutes 55 seconds east 601.70 feet to a T-bar with cap dated "9-19-67" set north 36 degrees 43 minutes 15 seconds west 0.32 of a foot from a cross cut heretofore set in a concrete monument, said T-bar being at the end of the third or north 29 degrees 42 minutes west 446 foot line of the eighth parcel of land first herein referred to and at the beginning of the third or south 36 degrees 41 minutes east 449 foot 3-3/4 inch line of the land conveyed by Mark R. Strouse and wife to Leonard L. Greif, by Deed dated October 24, 1927, and recorded among said Land Records in Liber C.W.C. No. 650, page 164, thence binding on said last mentioned line and binding reversely on the third line of said eighth parcel and passing over the aforementioned cross cut, (2) south 36 degrees 43 minutes 15 seconds east 448.68 feet to a T-bar with cap dated "9-19-67" set north 36 degrees 43 minutes 15 seconds west 0.95 of a foot from a cross cut heretofore set in a concrete monument, said T-bar being at the beginning of the third line of said eighth parcel and at the end of the second or south 49 degrees 15 minutes west 121 foot 5-1/2 inch line of the first parcel of said first mentioned land, thence binding reversely on said last mentioned line and binding also on the fourth line of the land conveyed to Greif, as aforesaid, (3) north 49 degrees 27 minutes 30 seconds east 120.99 feet to a cross cut heretofore set in a marble



monument at the end of the first line of said first parcel and at the beginning of the fifth or southeasterly 150 foot 4 inch line of the land conveyed by the Baltimore Ground Rent Company of Baltimore City to Henry F. Westheimer, by Deed dated August 21, 1916, and recorded among said Land Records in Liber W. P. C. No. 467, page 426, thence binding reversely on the first line of said first parcel and binding also on the fifth line of the land conveyed to Westheimer, as aforesaid, and continuing the same course along the rear line of the land conveyed by The Maryland Title Guarantee Company to Allan Y. Wolins and wife, by Deed dated November 29, 1962, and recorded among the Land Records of Baltimore City in Liber J. F. C. 1398, page 21, in all, (4) south 44 degrees 42 minutes 00 seconds east 350.56 feet to a T-bar with cap dated "9-19-67" set north 44 degrees 42 minutes 20 seconds east 0.71 of a foot from a cross cut heretofore set in a granite monument, said T-bar being at the beginning of said first parcel and at the end of the second or north 44 degrees 44 minutes east 675 foot 9 inch line of the fifth parcel of the land conveyed by Samuel M. Hecht and wife to Oheb Shalom Congregation of Baltimore City by Deed dated September 27, 1955, and recorded among said Land Records of Baltimore County in Liber G. L. B. No. 2820, page 554, thence passing over said last mentioned cross cut and binding reversely on a part of said last mentioned line and binding also on the southeast outlines of the first, ninth, third and seventh parcels of the land first herein referred to, in all, (5) south 44 degrees 42 minutes 20 seconds west 649.11 feet to a 1/2 inch pipe heretofore set at the end of the second or south 47 degrees 19 minutes east 405 foot 5 inch line of said seventh parcel and at the beginning of the fourth line of the land conveyed by Charles A. Klein and wife to Oheb Shalom Congregation of Baltimore City by Deed dated April 15, 1965, and recorded among said Land Records of Baltimore County in Liber R. R. G. No. 4445, page 172, said fourth line being a part of the fourth or north 47 degrees 19 minutes west 405 foot 5 inch line of the land conveyed by Cora Payne Shriver, widow, to Henry Reitz and wife, by Deed dated May 31, 1922, and recorded among said Land Records of Baltimore County in Liber W. P. C. 553, page 446, thence binding on said last mentioned fourth line and binding also reversely on the second line of the aforementioned seventh parcel, (6) north 47 degrees 17 minutes 40 seconds west 406.24 feet to a concrete monument with cap dated "9-19-67" set at the beginning of the land conveyed to Reitz, as aforesaid, and in the third or north 56 degrees 23 minutes east 215.29 foot line of the sixth parcel of the land first herein referred to, thence binding reversely on a part of said last mentioned line and binding also on the first line of the land conveyed to Reitz, as aforesaid, and continuing the same course along the northwest side of Warren Avenue, 25 feet wide, there laid out, in all, (7) south 49 degrees 27 minutes 30 seconds west 54.27 feet to a T-bar with cap dated "9-19-67" set south 36 degrees 47 minutes 05 seconds east 0.30 of a foot from a 1/2 inch pipe heretofore set, said T-bar being at the end of the second line of said sixth parcel

and at the beginning of the aforementioned eighth line of the land conveyed to Eleven Slade, Inc., as aforesaid, and thence, passing over said last mentioned pipe and binding on said last mentioned eighth line and binding also reversely on the second line of the aforementioned sixth parcel, (8) north 36 degrees 47 minutes 05 seconds west 486.93 foot to the place of beginning. Containing 12.1698 acres of land.

BEING the same property which by Deed dated June 10, 1968, and recorded among the Land Records of Baltimore County in Liber O.T.G. No. 4883, folio 411, was granted and conveyed by Jack Lee Baylin et al to 5 and 7 Slade Associates.

SAVING AND EXCEPTING from the property hereinabove described so much thereof as was conveyed to Baltimore County, Maryland, by the following:

(1) Deed from 5 and 7 Slade Associates et al, dated February 2, 1972, and recorded among the Land Records of Baltimore County in Liber E.H.K. Jr. No. 5302, folio 792; and

(2) Deed and Agreement from 5 and 7 Slade Associates et al, dated February 2, 1972, and recorded among said Land Records in Liber E.H.K. Jr. No. 5300, folio 359.

SCHEDULE BSUBURBAN OAKS APARTMENTS CONDOMINIUM

<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
101	\$63,550.00	.70987
102	63,550.00	.70987
103	52,000.00	.58085
104	52,000.00	.58085
107	52,000.00	.58085
108	52,000.00	.58085
109	52,000.00	.58085
110	52,000.00	.58085
111	52,000.00	.58085
112	52,000.00	.58085
113	55,400.00	.61883
114	55,400.00	.61883
<del>115</del>	43,500.00	.48590
116	52,000.00	.58085
117	52,000.00	.58085

<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
118	\$52,000.00	.58085
119	52,000.00	.58085
120	52,000.00	.58085
121	55,400.00	.61883
122	55,400.00	.61883
201	63,550.00	.70987
202	63,550.00	.70987
203	52,000.00	.58085
204	52,000.00	.58085
205	52,000.00	.58085
206	52,000.00	.58085
207	52,000.00	.58085
208	52,000.00	.58085
209	52,000.00	.58085
210	52,000.00	.58085
211	52,000.00	.58085
212	52,000.00	.58085
213	55,400.00	.61883

<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
214	\$55,400.00	.61883
215	43,500.00	.48590
216	52,000.00	.58085
217	52,000.00	.58085
218	52,000.00	.58085
219	52,000.00	.58085
220	52,000.00	.58085
221	55,400.00	.61883
222	55,400.00	.61883
301	63,550.00	.70987
302	63,550.00	.70987
303	52,000.00	.58085
304	52,000.00	.58085
305	52,000.00	.58085
306	52,000.00	.58085
307	52,000.00	.58085
308	52,000.00	.58085
309	52,000.00	.58085

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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
310	\$52,000.00	.58085
311	52,000.00	.58085
312	52,000.00	.58085
313	55,400.00	.61883
314	55,400.00	.61883
315	43,500.00	.48590
316	52,000.00	.58085
317	52,000.00	.58085
318	52,000.00	.58085
319	52,000.00	.58085
320	52,000.00	.58085
321	55,400.00	.61883
322	55,400.00	.61883
401	63,550.00	.70987
402	63,550.00	.70987
403	52,000.00	.58085
404	52,000.00	.58085
405	52,000.00	.58085

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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
406	\$52,000.00	.58085
407	52,000.00	.58085
408	52,000.00	.58085
409	52,000.00	.58085
410	52,000.00	.58085
411	52,000.00	.58085
412	52,000.00	.58085
413	55,400.00	.61883
414	55,400.00	.61883
415	43,500.00	.48590
416	52,000.00	.58085
417	52,000.00	.58085
418	52,000.00	.58085
419	52,000.00	.58085
420	52,000.00	.58085
421	55,400.00	.61883
422	55,400.00	.61883
501	63,550.00	.70987

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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
502	\$63,550.00	.70987
503	52,000.00	.58085
504	52,000.00	.58085
505	52,000.00	.58085
506	52,000.00	.58085
507	52,000.00	.58085
508	52,000.00	.58085
509	52,000.00	.58085
510	52,000.00	.58085
511	52,000.00	.58085
512	52,000.00	.58085
513	55,400.00	.61883
514	55,400.00	.61883
515	43,500.00	.48590
516	52,000.00	.58085
517	52,000.00	.58085
518	52,000.00	.58085
519	52,000.00	.58085
520	52,000.00	.58085



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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
521	\$55,400.00	.61883
522	55,400.00	.61883
601	63,550.00	.70987
602	63,550.00	.70987
603	52,000.00	.58085
604	52,000.00	.58085
605	52,000.00	.58085
606	52,000.00	.58085
607	52,000.00	.58085
608	52,000.00	.58085
609	52,000.00	.58085
610	66,050.00	.73780
611	52,000.00	.58085
612	40,250.00	.44960
613	55,400.00	.61883
614	55,400.00	.61883
615	43,500.00	.48590
616	52,000.00	.58085

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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
617	\$52,000.00	.58085
618	66,050.00	.73780
619	52,000.00	.58085
620	40,250.00	.44960
621	55,400.00	.61883
622	55,400.00	.61883
701	63,550.00	.70987
702	63,550.00	.70987
703	52,000.00	.58085
704	52,000.00	.58085
705	52,000.00	.58085
706	52,000.00	.58085
707	52,000.00	.58085
708	52,000.00	.58085
709	40,250.00	.44960
710	52,000.00	.58085
711	66,050.00	.73780
712	52,000.00	.58085

<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
713	\$55,400.00	.61883
714	55,400.00	.61883
715	43,500.00	.48590
716	52,000.00	.58085
717	66,050.00	.73780
718	52,000.00	.58085
719	40,250.00	.44960
720	52,000.00	.58085
721	55,400.00	.61883
722	55,400.00	.61883
807	52,000.00	.58085
808	52,000.00	.58085
809	40,250.00	.44960
810	66,050.00	.73780
811	66,050.00	.73780
812	40,250.00	.44960
813	55,400.00	.61883
814	55,400.00	.61883

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<u>Apartment Unit Number</u>	<u>Unit Value</u>	<u>Percentage Interest</u>
815	\$43,500.00	.48590
816	52,000.00	.58085
817	52,000.00	.58085
818	52,000.00	.58085
819	52,000.00	.58085
820	52,000.00	.58085
821	55,400.00	.61883
822	55,400.00	.61883
Total Value of Property	\$8,952,300.00	100%

Note: The values set forth above are solely for the purposes of determining the Percentage Interests of the Units and shall not fix the value of Units for any other purpose.

AMENDMENT OF MASTER DEED ESTABLISHING  
A PLAN FOR CONDOMINIUM OWNERSHIP OF  
PREMISES LOCATED IN THE THIRD ELECTION  
DISTRICT, BALTIMORE COUNTY, MARYLAND

TRANSFER TAX NOT REQUIRED

10-13-76  
Walter H. Richardson

Director of Records

*[Signature]*  
BALTIMORE COUNTY

Amend to Master Deed  
Condo.

THIS AMENDMENT is made as of this 7th day of October, 1976, by the Council of Owners of Suburban Oaks Apartments Condominium, hereinafter referred to as Council of Owners.

WHEREAS, the aforesaid condominium regime was created by the recordation of that certain Master Deed from the Developer recorded among the Land Records of Baltimore County in Liber 5411, folio 543 et seq. (hereinafter referred to as the "Master Deed") and these certain condominium plats and plans recorded among the aforesaid Land Records in Plat Book E.H.K.Jr. 2, folios 84 through 95 inclusive, and an amendment to said Master Deed recorded among the Land Records of Baltimore County in Liber E.H.K., Jr. 5423, folio 281; and

WHEREAS, pursuant to the Annotated Code of Maryland, Real Property, Section 11 - 104, the form of administration of the Council of Unit Owners is to be set forth in the By-laws; and

WHEREAS, the Council deems it to be in their best interest to have the form of administration to be by a non-profit, non-stock corporation, and the name of the Condominium changed;

NOW, THEREFORE, the Council of Owners by its President and Secretary, pursuant to the By-laws and Master Deed heretofore recorded at a special meeting called for the 7th day of October, 1976 with notification to all owners of units of Suburban Oaks Apartments Condominium, and upon the vote of more than 75% of the Council of Owners of said unit owners, and with the approval of Baltimore County, Maryland, does hereby confirm, clarify and amend the Master Deed as follows:

Item 2 - Definitions (g) - "Council of Owners" to be changed to read "Council of Unit Owners" means all of the owners as defined in Paragraph (m) acting through its duly elected Directors of 7 SLADE, INC., which Council of Unit Owners will operate and administer the condominium regime and carry out the functions and duties of the condominium as set forth in the Master Deed."

Item 3 - Name of Condominium to read: "This condominium shall be known as 7 SLADE, INC."

The purpose of these amendments is to change the legal entity of the condominium from an unincorporated association of unit owners

to a non-profit, non-stock corporation. Except as clarified and confirmed in the manner hereinbefore set forth, all of the terms, provisions, covenants and agreements of the Master Deed, as amended, are hereby confirmed and ratified in every and all respects.

IN WITNESS WHEREOF, the Council of Owners has caused this Amendment of the Master Deed to be executed by its duly authorized officers this 7th day of October, 1976.

Attest:

Joshua Bereman  
Secretary

COUNCIL OF OWNERS:  
By: Joseph W. Spector  
Joseph W. Spector, President

Approved for Baltimore County  
Requirements  
E. J. [Signature]  
Assistant County Solicitor

STATE OF MARYLAND, COUNTY OF BALTIMORE, to wit:

I, JEFFREY I. GOLDMAN, a Notary Public in and for the jurisdiction aforesaid, certify that Joseph W. Spector, President, and Josua BEREMAN, Secretary, respectively, of the Council of Owners, personally appeared before me in said jurisdiction and being by me first duly sworn did depose and say that the Council of Owners is a party to the foregoing instrument and the facts set forth in said instrument are true and correct; and acknowledged to me that the Council of Owners executed the said instrument as its free act and deed.

Subscribed and sworn to before me this 7th day of October, 1976.

Jeffrey I. Goldman  
Notary Public.  
BALTIMORE CO., MARYLAND

My Commission Expires:  
July 1, 1978

Certificate of Vote Counter

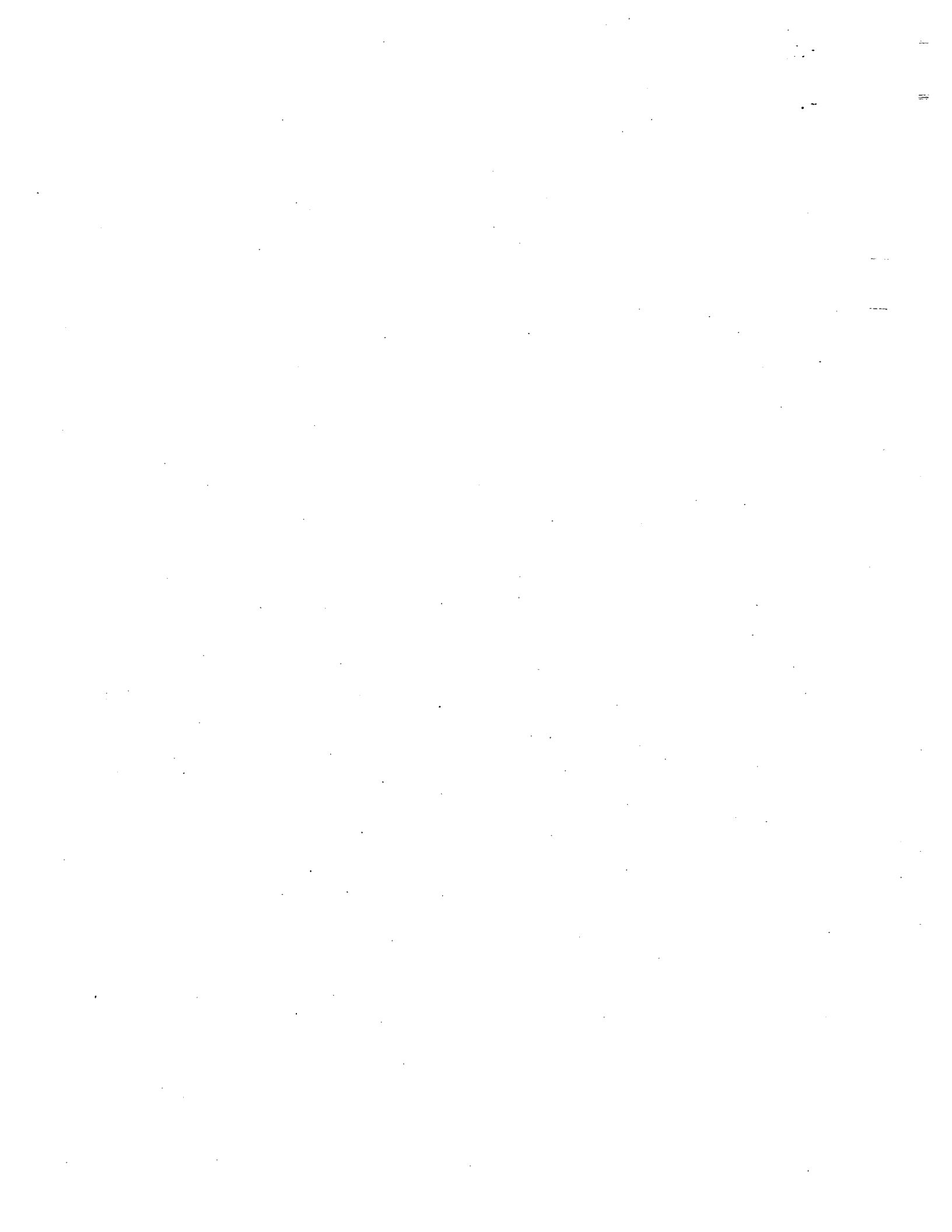
Pursuant to the provisions of Real Property Code Section 11-104 (E), the undersigned hereby certifies that s/he is the duly authorized person empowered by the By-laws to act as vote counter, and that on the 7<sup>th</sup> day of October, 1976 at a special meeting for which due notice was given, 70% of the voters entitled to vote appeared and at least 75% of those present and entitled to vote signified their assent by roll call and show of hands to the amendments to the Master Deed as set forth in said Amendments.

I further certify that the list of names of such persons was duly delivered to the Secretary for inclusion with the Minutes of the Special Meeting.

Lina Bermeo  
Vote Counter

Rec'd for record DEC 13 1976 at 12:03 PM  
Per Elmer H. Kahlino, Jr., Clerk  
Mail to Joseph P. Rieger  
Receipt No. 89.50

7 2716312 96-11 32  
7 2716312 96-11 32





ARTICLES OF INCORPORATION  
OF  
7 SLADE, INC.

485

approved and received for record by the State Department of Assessments and Taxation  
of Maryland December 13, 1976 at 8:30 o'clock A.M. as in conformity  
with law and ordered recorded.

A 56610

Recorded in Liber 2343, folio 661, one of the Charter Records of the State  
Department of Assessments and Taxation of Maryland.

bonus tax paid \$ 20.00 Recording fee paid \$ 15.00

To the clerk of the Circuit Court of Baltimore County

IT IS HEREBY CERTIFIED, that the within instrument, together with all indorsements thereon,  
has been received, approved and recorded by the State Department of Assessments and Taxation of  
Maryland.

AS WITNESS my hand and seal of the said Department at Baltimore.

2006  
2/10/06

ARTICLES OF INCORPORATION

OF

7 SLADE, INC.

We, the undersigned subscribers, Joseph W. Spector, Jakob Gottschalk and Joshua Bearman, whose post office address is 7 Slade Avenue, Baltimore County, Maryland 21208, each being at least eighteen (18) years of age, do hereby act as incorporators with the intention of forming a corporation under and by virtue of the General Laws of the State of Maryland, and for such purpose we hereby make, execute and adopt the following Articles of Incorporation:

ARTICLE I. The name of this corporation shall be:

7 SLADE, INC.

ARTICLE II. The period of existence and duration of the life of this corporation shall be perpetual.

ARTICLE III. The registered office and principal place of business for the transaction of business of this corporation shall be located in Baltimore County, State of Maryland, at 7 Slade Avenue, Baltimore County, Maryland 21208. The statutory resident agent of this corporation shall be Joseph W. Spector, whose address is 7 Slade Avenue, Baltimore County, Maryland 21208. Said resident agent is a citizen and actual resident of the State of Maryland.

ARTICLE IV. The general purpose for which the corporation is formed and the business or objects to be carried on and promoted by it are as follows:

A. To organize and operate a corporation, no part of the net earnings of which is to inure to the benefit of any member or other individual but which shall be operated on a not-for-profit basis; and

B. To be the "Council of Unit Owners" as defined in the Condominium Act of the State of Maryland Sec. 11-109, Article-Real Property, Annotated Code of Maryland (1974 Ed.), as amended, for the administration and operation of 7 SLADE, INC., a Condominium, created pursuant to the provisions of the Condominium Act; and as such Council of Unit Owners to operate and administer said condominium regime and carry out the functions and duties of the condominium as set forth in the Master Deed, establishing a plan for condominium ownership of premises located in the Third Election District, Baltimore County, Maryland, pursuant to the Horizontal Property Act of the State of Maryland, the said condominium previously being known as "Suburban Oaks Apartments Condominium," and the Master Deed being recorded among the Land Records of Baltimore County in Liber 5411, folio 543, et seq., and those certain Plat, condominium plats and plans recorded among the aforesaid Land Records in Plat Book E.R.K., Jr. 2, folios 84 through 95 inclusive.

C. To have and to exercise any and all powers, rights and privileges which a corporation organized under the non-profit, non-stock corporation laws of the State of Maryland may now or hereafter have or exercise.

ARTICLE V. Membership shall include such persons, corporations,

combination thereof, which owns fee simple title to a unit. The respective rights, privileges and duties attendant upon members include an easement of enjoyment and use of the Corporation's facilities in accordance with the Corporation's By-laws and such rules and regulations as have been promulgated in the past and such rules as may be promulgated from time to time by the Corporation's Board of Directors. Each member in good standing is entitled to vote in accordance with the percentage of his ownership as recorded in the Master Deed and amendments thereto.

ARTICLE VI. The Corporation shall have a lien on the outstanding memberships in order to secure payment of any sums which shall be due or become due from the holders thereof for any reason whatsoever. Memberships shall be assessable as provided in the Declaration and By-laws.

ARTICLE VII. In the event any Member sells, assigns, or otherwise transfers of record the fee interest in any unit in which he holds the interest required for membership, such member shall, at the same time, assign the membership appurtenant to said unit to the transferee of the unit and deliver it to him for transfer on the books of the Corporation. The foregoing requirement shall not obtain in the event a unit is transferred as aforesaid merely as security for the performance of an obligation.

ARTICLE VIII. This Corporation shall be without capital stock and will not be operated for profit.

There shall be no dividends paid to any of the members nor shall any part of the income of the Corporation be distributed to its Board of Directors or officers. In the event there are any excess receipts over disbursements as a result of performing services, such excess shall be applied against future expenses, etc. The Corporation may pay compensation in a reasonable amount to its members, directors and officers for services rendered, may confer benefits upon its members in conformity with its purposes, and upon dissolution or final liquidation, may make distribution to its members as is permitted by the Court having jurisdiction thereof, and no such payment, benefit or distribution shall be deemed to be a dividend or distribution of income.

This Corporation shall issue no shares of stock of any kind or nature whatsoever. Membership in the Corporation and the transfer thereof, as well as the number of members, shall be upon such terms and conditions as provided in the Declaration and By-laws. The voting rights of the Members shall be as set forth in the Declaration and By-laws.

ARTICLE IX. The affairs of the Corporation shall be managed by a Board of Directors. The exact number of directors shall be nine (9). Upon the execution, filing and recordation of these Articles of Incorporation, the present Directors shall be and become Directors of 7 SLADE, INC. and continue to serve their respective terms as provided by the By-laws of Suburban Oaks Apartments Condominium, which are hereby adopted. Those presently serving and their terms of expiration are:

<u>NAME</u>	<u>ADDRESS</u>	<u>EXPIRATION OF TERM</u>
Joseph W. Spector, Pres.	7 Slade Avenue Baltimore, Md. 21208	January, 1978
Norman Apatoff	7 Slade Avenue Baltimore, Md. 21208	" "
Jakob Gottschalk	7 Slade Avenue Baltimore, Md. 21208	" "
Joshua Bearman	7 Slade Avenue Baltimore, Md. 21208	" "

Harriet Sody	7 Slade Avenue Baltimore, Md. 21208	January, 1977
Patricia Statter	7 Slade Avenue Baltimore, Md. 21208	" "
LeRoy Strausberger	7 Slade Avenue Baltimore, Md. 21208	" "
Max Yerman	7 Slade Avenue Baltimore, Md. 21208	" "
Louis B. Thalheimer	Blaustein Building Baltimore, Md. 21202	" "

The qualifications, powers, duties and tenure of the office of director and the manner by which directors are to be chosen shall be as prescribed and set forth in the By-laws of the Corporation. Officers of this Corporation shall be elected and shall serve as provided for in said By-laws.

ARTICLE X. The internal affairs of the Corporation shall be regulated by duly adopted By-laws. The By-laws of the Corporation shall be the By-laws adopted by Suburban Oaks Apartments Condominium and such amended By-laws as may be adopted from time to time hereafter.

ARTICLE XI. This Corporation reserves the right to amend, alter or repeal any provision contained in these Articles in the manner now or hereafter prescribed by statute for the amendment of Articles of Incorporation.

ARTICLE XII. The Corporation shall indemnify every Officer and Director of the Corporation against any and all expenses, including counsel fees, reasonably incurred by or imposed upon any Officer or Director in connection with any action, suit or other proceeding (including settlement of any such suit or proceeding if approved by the then Board of Directors of the Corporation) to which he may be made a party by reason of being or having been an Officer or Director of the Corporation whether or not such person is an Officer or Director at the time such expenses are incurred. The Officers and Directors of the Corporation shall not be liable to the Members of the Corporation for any mistake in judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Officers and Directors of the Corporation shall have no personal liability with respect to any contract or other commitment made by them, in good faith, on behalf of the Corporation and the Corporation shall indemnify and forever hold each such Officer and Director free and harmless against any and all liability to others on account of any such contract or commitment. Any right to indemnification provided for herein shall not be exclusive of any other rights to which any Officer or Director of the Corporation, or former Officer or Director of the Corporation may be entitled.

The Directors shall exercise their powers and duties in good faith and with a view to the interests of the Corporation and the condominium regime. No contract or other transaction between the Corporation and one or more of its Directors, or between the Corporation and any corporation, firm or association in which one or more of the Directors of this Corporation are Directors and Officers or are pecuniarily or otherwise interested, is either void or voidable because such Director or Directors are present at the meeting of the Board of Directors or any committee thereof which authorizes or approves the contract or transaction, or because his or their votes are counted for such purpose, if any of the conditions specified in any of the following paragraphs exist:

(a) the fact of the common directorate or interest is disclosed or known to the Board of Directors or a majority thereof or noted in the

Minutes, and the Board authorizes, approves or ratifies such contract or transaction in good faith by a vote sufficient for the purpose; or

(b) the fact of the common directorate or interest is disclosed or known to the Members, or a majority thereof, and they approve or ratify the contract or transaction in good faith by a vote sufficient for the purpose; or

(c) the contract or transaction is commercially reasonable to the Corporation at the time it is authorized, ratified, approved or executed.

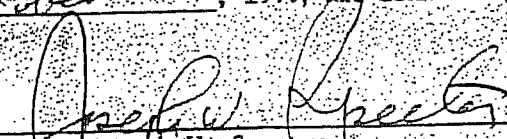
Common or interested Directors may be counted in determining the presence of a quorum of any meeting of the Board of Directors or committee thereof which authorizes, approves or ratifies any contract or transaction, and may vote thereat to authorize any contract or transaction with like force and effect as if he were not such Director or Officer of such other corporation, or not so interested.

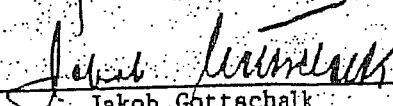
ARTICLE XIII. In the event this Corporation (1) is consolidated with another corporation, or (2) is merged into another corporation, or (3) sells, leases, exchanges or otherwise transfers all or substantially all its property and assets, no Member of this Corporation shall be entitled to demand or receive payment of any amount for his membership of or from this Corporation or the consolidated corporation, the corporation surviving the merger or the transferee (each of which is hereafter in this Article referred to as the "successor") provided, however, that the successor:

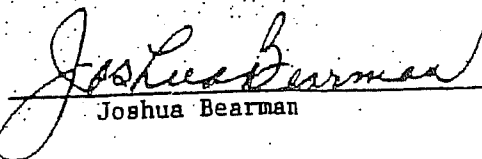
(a) Shall be a corporation without capital stock and shall not be operated for profit; and

(b) Shall be organized for the same general purposes as specified in ARTICLE IV of these Articles of Incorporation.

IN WITNESS WHEREOF, we have hereunto affixed our hands and seals on this 7<sup>th</sup> day of October, 1976, and acknowledged the same to be our respective acts.

  
Joseph W. Spector (SEAL)

  
Jakob Gottschalk (SEAL)

  
Joshua Bearman (SEAL)

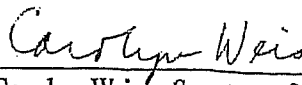


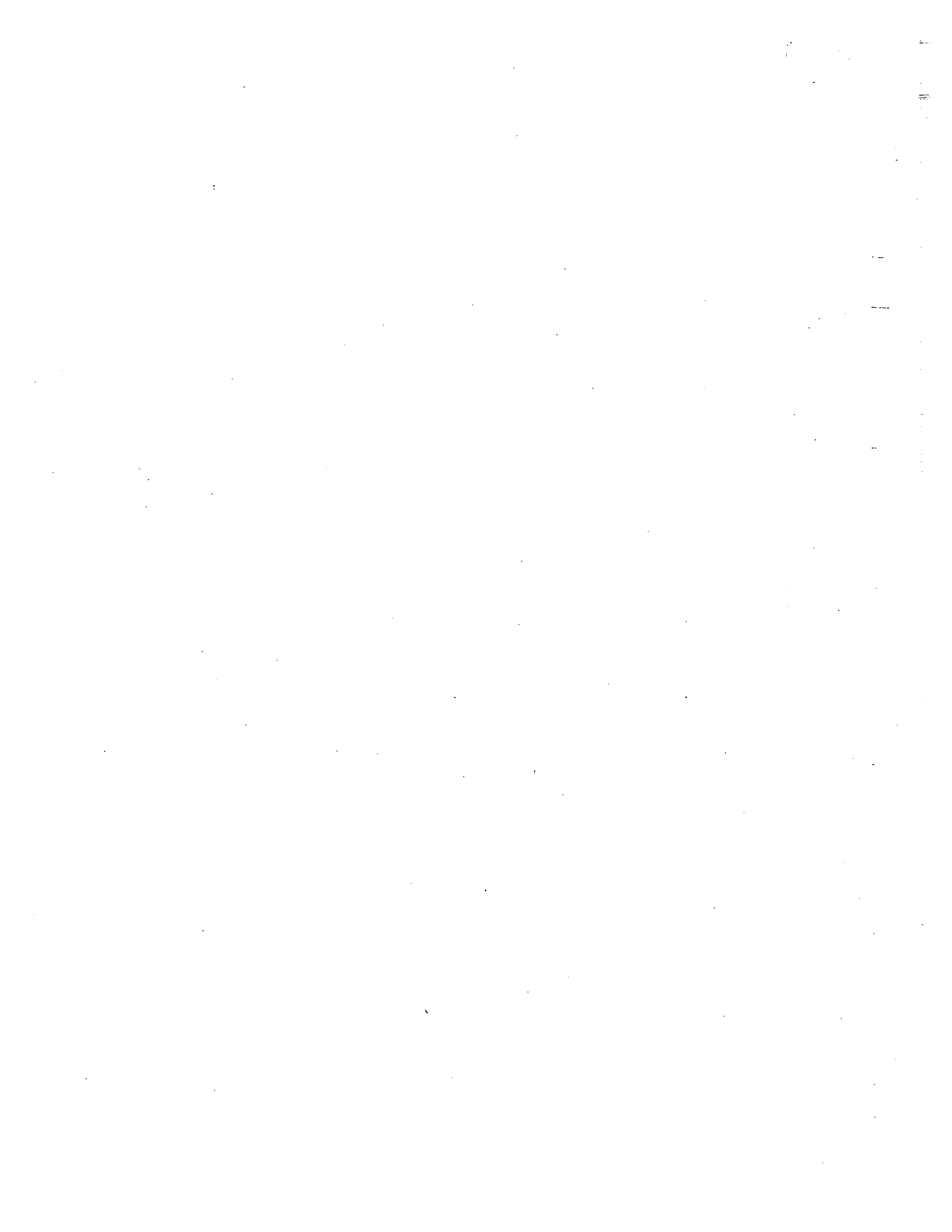
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CERTIFICATE OF SECRETARY OF THE COUNCIL OF UNIT OWNERS OF  
7 SLADE, INC.  
FILED PURSUANT TO SECTION 11-104 OF THE REAL PROPERTY ARTICLE OF THE  
ANNOTATED CODE OF MARYLAND

I HEREBY CERTIFY AS FOLLOWS:

1. That I am the person designated pursuant to the Amended and Restated By-Laws of the Council of Unit Owners of 7 Slade, Inc to count and record the votes at the meeting of the Council of Unit Owners of 7 Slade, Inc. held on January 12, 2009.
2. That on December 5, 2008, notice of the proposed by-law amendments was mailed to all unit owners with instructions to forward the proposed by-law amendments to their respective mortgagees holding the first lien on their unit pursuant to Article X, Section 4 of the Amended and Restated By-laws by no later than December 15, 2008.
3. That the First Amendment to the Amended and Restated By-laws was duly approved by unit owners having the required sixty-six and two-thirds percent (66 2/3%) of the votes at a meeting of the Council of Unit Owners of 7 Slade, Inc. held on January 12, 2009 and shall be effective upon recordation.
4. That at the January 12, 2009 meeting, the amendment to Article V, Section 1 (first paragraph only) of the Amended and Restated By-laws was approved by 68.08% of the unit owners.
5. That at the January 12, 2009 meeting, the amendment to Article VII, Section 5(j) of the Amended and Restated By-laws was approved by 72.94% of the unit owners.
6. The 60 day period in which a mortgagee holding a first mortgage on a unit within the 7 Slade Condominium had the right to file a written object to the proposed by-law amendments pursuant to Section 11-104(e)(3) of the Real Property Article of the Annotated Code of Maryland elapsed as of February 15, 2009 without any mortgagee objecting to the proposed by-law amendments. Pursuant to Section 11-104(e)(3)(iii) of the Real property Article of the Annotated Code of Maryland, the mortgagees are deemed to have consented to the adoption of the amendments.
7. As of January 12, 2009, there were 167 eligible unit owners to vote on the Amendments to the Amended and Restated By-laws.

  
\_\_\_\_\_  
Carolyn Weis - Secretary of the  
Council of Unit Owners of 7 Slade, Inc.



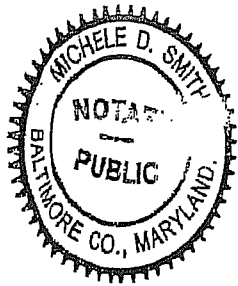


STATE OF MARYLAND, COUNTY OF Baltimore TO WIT:

I HEREBY CERTIFY that on this 27<sup>th</sup> day of February, 2009, before me, the subscriber, a Notary Public for the State aforesaid, personally appeared Carolyn Weis - Secretary of the Council of Unit Owners of 7 Slade, Inc. and acknowledged the foregoing to be the act of said Condominium and she further acknowledged and certified that she is the person specified in the By-laws to tally votes at meetings of the Condominium and that the foregoing was approved by the percentage of votes required by Article IX, Section 1 of the Amended and Restated By-laws and notice of the amendments to the Amended and Restated By-laws was provided to the mortgagees as required by Article X, Section 4 of the Amended and Restated By-laws.

Michele D. Smith  
Notary Public

My Commission Expires: 5/19/10





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**Amended and Restated By-Laws  
of 7 Slade, Inc. Condominium**



AMENDED AND RESTATEDBY-LAWSOF7 SLADE, INC. CONDOMINIUM

Section 1. Adoption of By-Laws. These By-Laws are adopted in compliance with the provisions of Title II (the "Condominium Act") of the Real Property Article of the Annotated Code of Maryland (the "Code") to govern the administration of the condominium known as 7 Slade Inc. Condominium (the "Condominium"). These By-Laws supercede those that were recorded as schedule A with the Master Deed Establishing a Plan For Condominium Ownership (the "Declaration") and shall be effective upon their recordation. The recordation shall take place after the certification of their adoption in accordance with the requirements of the Condominium Act.

Section 2. The Council. 7 Slade Inc. Condominium (the "Council") has been incorporated as a Maryland non-stock corporation, and has been organized to provide for the administration of the Condominium. The mailing address and principal office of the council is 7 Slade Avenue, Baltimore County, Maryland 21208.

The Council shall administer the affairs of the Condominium in accordance with the provisions of the Declaration, these By-Laws, the Condominium Act, and applicable laws of the State of Maryland.

Section 3. Membership. Each Unit Owner (the "owner") is a member of the Council. The owner's membership shall terminate automatically upon being divested of title to the Unit. However, any obligations incurred by the owner while a member shall continue, as will the rights of the Council to enforce such obligations as provided herein. No person holding any lien, mortgage or other encumbrance upon any Unit shall be entitled to membership in the Council or to any rights or privileges of membership unless otherwise specifically provided by the Declaration, these By-Laws, or the Condominium Act.

Section 4. Application of By-Laws. The provisions of these By-Laws shall be applicable to present and future owners, tenants and future tenants, their employees and any other person that might use the facilities of the Condominium in any manner. These persons shall also be subject to the provisions of the Declaration, the Condominium Act, and to the applicable laws of the State of Maryland. The acquisition of title to, or rental of, a Condominium Unit or the occupancy of any Unit will signify that these By-Laws and its provisions are accepted and will be complied with.

Section 5. Fiscal Year. The fiscal year of the Council shall be November 1 to October 31 or any other fiscal year established by the Board of Directors.

Section 6. Roster of Members. The Council shall maintain a current roster of Owner names and addresses to which notice of Council meetings can be sent. Each owner shall furnish the Council with this information. No owner may vote at meetings of the Council until this information is furnished.

## ARTICLE II

### COUNCIL OF UNIT OWNERS

Section 1. Composition. The Council shall consist of all Owners (every person, firm, or corporation which owns, jointly or with others, any unit within the Condominium).

Section 2. Voting. Voting shall be on a percentage basis. The vote each owner is entitled to cast shall be equal to that interest established for the Unit in Schedule B of the Declaration. In the case of multiple ownership of a Unit, the vote shall be cast by the person named in a certificate signed by all the owners of record and filed with the Council Secretary. The Certificate shall be valid until revoked by a subsequent certificate. If a Certificate is not on file, then (a) if only one co-owner votes, the vote binds all, and if more than one votes, the vote of the majority binds all, (b) if more than one co-owner votes and the vote is evenly split on a particular matter, each faction may vote proportionally.

Section 3. Majority Vote of Owners. A "majority vote of owners" shall mean more than 50 % of the total percentage obtained by adding the percent interest established for the

owner's Unit in Schedule B of the Declaration. The total percentage will be based on the votes of those Owners listed on the current roster who are entitled to vote and who do vote.

### ARTICLE III

#### THE COUNCIL

Section 1. Administration. The Council shall have the responsibility of managing the affairs of the Condominium. Except as otherwise provided herein, by the Condominium Act, or other applicable law, decisions and resolutions of the Council shall require a majority vote of owners, as defined in Section 3 of Article II of these By-Laws. Except for those matters which the law specifically requires to be performed by the vote of owners, and those matters set forth in Section 2 of Article VII of these By-Laws, the management of the Council shall be directed and administered by the Board of Directors (the "Board").

Section 2. Annual Meetings. The annual meeting of the Council shall be held on the last Tuesday in October (or an alternate date announced by the Board) to elect Directors to succeed those whose terms will expire on that date, to adopt an annual budget, and to transact any other business that may come before the meeting.

Section 3. Special Meetings. Special meetings of the Council may be called at any time for any purpose by the President, Vice President, or a majority of the Board. The President, Vice President, Secretary, or any Director of the Council shall call a meeting without delay at the written request of a majority of owners, on the current roster, who are entitled to vote at the meeting. The request shall state the purpose or purposes of the meeting. Business transacted at all special meetings shall be limited to the purpose or purposes stated in the meeting notice.

Section 4. Location of Meetings. All meetings of the Council shall be held at the principal office of the Condominium.

Section 5. Notice of Meetings. The Secretary shall mail written notice of each Council meeting, at least fifteen (15) days prior to the meeting, to the mailing address listed on the

roster of Owners to each owner entitled to vote. The notice shall state the day , place and time of the meeting and , in case of a special meeting , shall briefly state its' purpose or purposes.

Section 6. Quorum. The presence , in person or by proxy , of owners representing a majority vote if all owners on the current roster entitled to vote were present , shall constitute a quorum at all Council meetings except as otherwise provided by law or these By-Laws. If less than a quorum is in attendance at the scheduled meeting time , the meeting may be adjourned by a majority vote of owners present or represented by proxy , until a quorum can be obtained. If a quorum is obtained for an adjourned meeting , any business may be transacted which might have been transacted if the meeting been held as originally called.

Section 7. Conduct of Meetings. Council meetings shall be presided over by the Council President or if he / she is not present , by the Vice President , or if neither is present , by a Chairman to be elected at the meeting. The Secretary , or if he / she is not present , any Assistant Secretary shall act as secretary , or if neither is present , the presiding officer may appoint a person to act as secretary of the meeting.

Section 8. Voting. At all Council meetings , every owner entitled to vote may do so in person or by a written proxy. The proxy shall be signed and dated by the owner or his / her authorized representative not more than one hundred eighty (180) days prior to the meeting. All elections and questions shall be decided by a majority vote of owners at a duly constituted meeting , except as otherwise provided by law or by these By-Laws. A vote by ballot may be taken on any election or matter , if so determined by the meeting Chairperson , or if requested by ten percent (10%) of the owners entitled to vote. In either case , the proxies received ; the ballots taken ; voter qualification questions ; proxy validity ; and acceptance or rejection of votes shall be decided by tellers appointed by the meeting Chairperson.

Section 9. Order of Business. The order of business at all annual meetings of the Council of Owners shall be as follows:

- (a) Roll Call .
- (b) Proof of notice of meeting .



- (c) Reading of minutes of preceeding meeting .
- (d) Officers Report .
- (e) Board of Directors Report.
- (f) Committee Reports.
- (g) Election of inspectors of election (when so required).
- (h) Election to the Board of Directors ( when so required).
- (i) Unfinished Business.
- (k) New Business
- (l) Good & Welfare
- (m) Adjournment

#### ARTICLE IV

##### BOARD OF DIRECTORS

Section 1. General Powers. The Condominium shall be managed under the direction of the Council's Board of Directors which shall have all the powers and duties for the administration of the affairs of the Condominium (except those matters specified in Article VII, Section 2, of these By-Laws) including but not limited to:

- (a) the maintenance , repair , care , and surveillance of the Condominium and its' common areas and facilities.
- (b) the collection of monthly assessments from the owners.
- (c) the hiring , designation and dismissal of the personnel necessary for the maintenance and operation of the Condominium.

Section 2. Number and Term of Officers. The number of Directors shall be nine (9) or such other number , but not less than three (3) , as may be designated from time to time by resolution of a majority of the entire Board . Directors must be Owners. The Directors shall be elected each year at the annual Council meeting , except as provided herein. At the 1998 meeting of the Council the term of office of the three Directors receiving the greatest number of votes shall be fixed for three years and the term of office for the remaining Directors elected shall be

fixed at two years. At the 1999 meeting of the Council the term of office of the three directors receiving the greatest number of votes shall be fixed at three years and the term of office for the remaining Directors elected shall be fixed at one year. At the expiration of the initial term of office of each respective Director , his / her successor shall be elected to serve a term of three years.

Section 3. Filling of Vacancies. Vacancies on the Board caused by any reason shall be filled by a majority of the remaining Directors. The successor shall serve for the unexpired term of the vacant position. Also , should the number of Directors be increased as provided in the By - Laws , the additional Directors shall be elected by a majority vote of the current Board , and shall hold office until the next annual meeting of the Council and thereafter until a successor has been elected. The continuous absence of any Director from the regularly scheduled Board meetings for three (3) consecutive months can be cause to terminate that person's position on the Board and create a vacancy to be filled as stated in these By- Laws. Any Director may be removed from office , with or without cause , by a majority vote of all Unit Owners listed on the current roster who are entitled to vote.

Section 4. Place of Meeting. The board shall hold its' meetings and keep the Council books at the principal office of the Condominium or other location within the United States as the board shall determine. The meetings may be held by conference or other similar electronic communications in accordance with the provisions of the Corporations and Associations Article of the Code.

Section 5. Regular Meetings. Regular meetings of the Board may be held without notice at a time and place determined by the Board. Notice of changes in the time or place for holding the regular Board meetings shall be mailed to each Director at least three (3) days prior to the first meeting. The annual meeting of the Board shall be held immediately following the annual meeting of the Council at which the Board of Directors is elected. Any business may be transacted at any regular meeting of the Board.

Section 6. Special Meetings. Special meetings of the Board shall be held whenever called by the President and must be called by the President or the Secretary at the written request of a majority of the Board. The Secretary shall mail written notice of special Board meetings to each Director at least three (3) days or by phone at least two (2) days prior to the meeting. Such notice may be waived by any Director. Unless otherwise indicated in the notice, any business may be transacted at a special meeting.

Section 7. Quorum. A majority of the Directors shall constitute a quorum for the transaction of business at all Board meetings. If less than a quorum is present, a majority of those present may adjourn the meeting. The action taken by a majority of the Directors present at any meeting where there is a quorum shall constitute an action of the Board, except as may be otherwise specifically provided by law or these By-Laws.

Section 8. Compensation of Directors. Directors shall not receive any salary for their services but shall be entitled to reimbursement of reasonable expenses incurred by them in the performance of their duties and as approved by the Board.

Section 9. Committees. The Board may appoint such standing and ad hoc committees as it deems advisable. At least one Director shall be a member of each committee. The committee shall be empowered to act based on prior Board decisions and direction or to make recommendations to the Board, which will have responsibility to accept, reject, or modify a committee's recommendation.

Section 10. Manager or Management Agent, Employees, etc. The Board may employ a management agent or manager for the Council, at a compensation established by the Board, to perform such duties and services as the Board shall authorize or direct, including but not limited to, the duties listed in Section I of this Article IV. The Board may employ any other employees or agents to perform such duties and at such salaries as the Board may establish.

Section 11. Nominations for Director. Not less than sixty (60) days prior to the annual meeting of the Council, the President shall appoint a Nominating Committee consisting of five

(5) owners , not more than two (2) of whom are members of the Board. No member of the committee , nor member who has resigned therefrom , shall be nominated.

On or before thirty (30) days prior to the annual meeting , the Committee shall present to the Secretary a list of nominees to be elected at the next annual meeting. The list of nominees shall be mailed to the owners at least three (3) weeks prior to the meeting.

In addition to the nominations made by the Nominating Committee , any owner may become a nominee for Director , provided he or she shall consent in writing to be nominated and be endorsed in writing by at least five (5) owners. The endorsement must be filed with the Secretary not less than two (2) weeks prior to the annual meeting. The list of additional nominees shall be mailed to the owners at least seven (7) days prior to the meeting. No owner may endorse more than two (2) nominees.

The voting for the election of the Board shall be in accordance with Section 3 of Article II of these By-Laws.

#### ARTICLE V

##### OFFICERS

Section 1. Election, Tenure and Compensation. The officers of the Council shall be a President , Vice President , Secretary , and Treasurer and such other officers or assistants to the officers , as the Board may consider necessary for proper operation of the Condominium. The officers shall be elected annually by the Board of Directors at its first meeting following the annual meeting of the Council. Any two or more offices , except those of President and Vice President , may be held by the same person. However , no officer shall execute , seal , acknowledge , verify , or deliver any instrument in more than one capacity if execution of such instrument is required by law or these By Laws to be sealed , acknowledged , verified , or delivered by any two or more officers. No officer , other than Secretary or Treasurer , may hold office for more than three consecutive years.

Except where specified in a contract authorized by the Board , all officers and agents of the Council shall be subject to removal at any time by the majority vote of the entire Board. All

officers , agents , and employees , other than officers appointed by the Board , shall hold office at the discretion of the Board or of the officers appointing them.

Section 2. Powers and Duties of the President. The President shall be the chief executive officer of the Council ; shall have general control of all the business affairs of the Condominium and shall perform such other duties as may, from time to time , be assigned to him / her by the Board. He / she shall preside at all meetings of the Council.

The President may sign , execute , seal , and deliver all authorized bonds , contracts or other obligations in the name of the Council. He / she shall have the general powers and duties usually vested in the office of a corporation president. The President shall be an ex-officio member of all committees of the Board. He shall also be an ex-officio member of the Board for one year after leaving office, unless he / she is still a member of the Board.

Section 3. Powers and Duties of Vice President. The Vice President shall act in the stead of the President whenever necessary and unless otherwise stipulated by the Board, may sign , execute, seal, and deliver all authorized bonds , contracts or other obligations in the name of the Board. The Vice President shall have such other duties as may be assigned by the Board or the President.

Section 4. Secretary. The Secretary (or other designee) shall maintain a current roster of the name and address of each owner. The Secretary shall be responsible for giving notice of all Council meetings , Board meetings , and all other notices required by law or these By-Laws. In case of his / her absence or neglect to do so , notice may be given by any person assigned by the President , the Directors , or by the owners ; if the meeting is being called at their written request as provided in the By-Laws. If the function is not contracted out , the Secretary shall record the minutes of all Council and Board meetings and perform such other duties that may be assigned by the Board or the President.

Section 5. Treasurer. The Treasurer shall have custody of all Council funds and securities ; shall keep full and accurate account of receipts and disbursements in the Council's

books ; deposit all moneys and other valuables in the name of Council in depositories designated by the Board.

The Treasurer shall disburse the funds of the Council as ordered by the Board and shall render to the President and / or the Board, when requested, an account of all his transactions and of the financial condition of the Council.

The Treasurer shall be bonded at Council expense , if required by the Board , in a sum , and with one or more sureties , satisfactory to the Board for the faithful performance of the duties of the office and for restoration to the Council in case of death , resignation , or removal from office , all moneys and other Council properties in his / her possession or under his / her control belonging to the Council. The Board , at its discretion , may delegate some or all of these functions to an outside Management company with oversight by the Treasurer.

He / she shall perform other such duties as are incident to the office of the treasurer , and as may be assigned by the Board or by the President.

Section 6. Assistant Secretary. The Board may appoint one or more Assistant Secretaries. each shall (except as otherwise provided by Board resolution) have power to perform all duties of the Secretary in his / her absence or disability and shall have such other powers and duties as may be assigned by the Board or the President.

Section 7. Assistant Treasurer. The Board may appoint one or more Assistant Treasurers. Each Assistant Treasurer shall (except as otherwise provided by Board resolution) have power to perform all duties of the Treasurer in his / her absence or disability and shall have such other powers and duties as may be assigned by the Board or the President.

## ARTICLE VI

### INDEMNIFICATION

Section 1. Definitions. As used in this Article VI , any word or words shall have the meaning defined in Section 2-418 of the Corporations and Association Article of the Code (the "Indemnification Section") and any amendments thereto.

Section 2. Directors and Officers. The Council shall indemnify a present or former Director or officer in connection with a proceeding to the fullest extent provided in the Indemnity Section.

Section 3. Other Representatives. The Council may indemnify any other Council representative in connection with a proceeding to the fullest extent provided in the Indemnity Section provided that a representative successfully defends any proceeding referred to in subsections (b) or (c) of the Indemnification Section or any claim, issue or matter raised in such proceeding. The Council shall not indemnify such representative under the Indemnification Section unless or until it shall have been determined and authorized by (1) an affirmative vote by a majority of the Board (who were not parties to the proceeding) at a duly constituted meeting; or (2) an affirmative vote of a majority of Unit Owners (who were not parties to the proceeding) at a duly constituted Council meeting that indemnification of such representative is proper in the circumstances.

## ARTICLE VII

### OBLIGATIONS OF THE OWNERS

Section 1. Expenses, Assessments. Each owner shall be liable for assessments, in proportion to his / her percentage interest in common expenses and common profits shown in Schedule B, for operation and maintenance of the Condominium that come due while the owner is owner of the Unit. Such expenses shall include, but not be limited to, all types of insurance, operational costs, management, electricity, gas, water and sewage charges, maintenance, repair, and replacement of the Condominium and Common Elements thereof. The Board shall, with the approval of the Council as provided in Section 2 of this Article VII, fix a monthly charge for each Unit that will provide sufficiently for its share of all such current expenses, reasonable reserves for future expenses of administration and such other expenses as the Board may deem proper, subject to adjustment from time to time, as the Board may deem necessary.

The monthly charge shall be due and payable in advance on the first day of every month. If unpaid by the fifteenth (15) of the month due, it shall commence to bear interest at eight percent

(8%) per annum from that time until paid , plus a late charge of two dollars or one twentieth of the total amount of any delinquent assessment , whichever is greater. The interest and late charges together with the monthly charge shall constitute a lien on the Unit , assessed prior in right to all other charges except for those in favor of the State of Maryland for assessments , liens and charges for taxes past due and unpaid on the Unit and amounts and liabilities secured by duly recorded mortgage instruments. Such lien shall be recorded with a statement of Condominium lien in the land records for Baltimore County , Maryland. The statement shall include a description of the Unit , the owners name and the amount due , and shall be signed and verified by the Council President and Treasurer . In any suit to foreclose a lien against an owner , the Council may represent itself through either the Manager , the Board , or by engaging legal council the same as any mortgagee of real property. The Representative, acting on behalf of the Council , shall have the power to bid for and acquire such Unit at a foreclosure sale. The delinquent owner shall be required to pay the Council a reasonable rent for the Unit until sale or foreclosure ; together with all costs and reasonable attorney's fees. Suit to recover a money judgment for unpaid Common Element expenses shall be maintainable , with all costs and reasonable attorney's fees , without foreclosing or waiving the lien securing the same.

The owner , against whom a lien has been asserted , shall not be entitled to vote on any matter before the Council until such assessment together with all interest and charges has been paid in full. No action may be taken to foreclose the lien unless brought within three years following the recordation of the statement of condominium lien. Additionally , no action may be taken to foreclose the lien unless ten (10) day written notice ( by registered mail - return receipt requested) is given to the owner at the address shown on the books of the Council.

All owners shall be obligated to pay common expenses assessed by the Board in accordance with Section 2 of this Article. Owners may not exempt themselves from liability for their contribution to the Common Expenses by waiver of the use of any Common Elements or by abandonment of their Unit. No owner shall be liable for the payment of any part of the Common Expenses susequent to the sale , transfer or other conveyance by him / her of such unit. The



purchaser of a Unit shall be jointly liable with the selling owner for all unpaid assessments against the latter for his proportionate share of the Common Expenses up to the time of the sale.

Section 2. Preparation and Approval of the Budget.

(a) No later than thirty (30) days prior to the date established for for the annual meeting of the Council , the Board shall prepare a budget for the following fiscal year fixing the total assessment to be charged during the year to each Condominium unit. The omission , by the Board , to fix the assessments for the next fiscal year before the expiration any fiscal year shall not constitute a waiver , modification , or release of any owner from the obligation to pay his/her portion of such assessment , or any portion thereof , with respect to any fiscal year. In the event that the Board fails to fix assessments for a fiscal year , the assessment fixed for the preceding year shall continue until a new assessment is fixed.

(b) The budget for each fiscal year shall be approved by a majority vote of owners at the annual Council meeting immediately preceding , or at the beginning of the fiscal year.

(c) If the Board determines (for any reason) that the regular assessment approved by the Council is or will become insufficient to meet all expenses for the year , it shall immediately determine the approximate amount of the insufficiency , issue a supplemental or special assessment and collect it in installments over the remaining months of the fiscal year or may immediately levy it in a lump sum against each Condominium Unit.

Section 3. Maintenance and Repair.

(a) By the Board. The Board shall maintain , repair , and replace (unless necessitated by the negligence , misuse or neglect by an owner , in which case such expense shall be charged to the owner) the following , the cost of which shall be charged to all owners as a Common Expense:

- (1) All of the Common Elements , whether located inside or outside of the Units.
- (2) All portions of the Units which contribute to the support of the Building , excluding the surfaces of all walls , floors , and ceilings.
- (3) The maintenance of the exterior surface of front doors of each Unit.

(4) Any structural work necessary to maintain, repair or replace any Unit's patio or balcony to which the owner has sole access and use of, provided that normal maintenance (as defined in subparagraph (b) (2) below and the House Rules) shall be the responsibility of the owner.

(5) The operation (in addition to maintenance, repair, and replacement) of all recreational and community facilities in a safe and sanitary manner.

(6) Any incidental damage to a Unit caused by Board authorized work.

(b) By the Owner. The owner shall be responsible for the maintenance, replacement, or repair of the following, the cost of which shall be borne by the owner:

(1) All interior walls, ceilings, floors, kitchen and bathroom fixtures and equipment, refrigerator, range, lighting, heating and air conditioning equipment, and those parts of the plumbing system which solely serve the Unit. The interior of the Unit and its appurtenances shall be kept in good order and repair in a clean and sanitary condition and shall be redecorated, maintained, and painted as may be necessary to maintain the good appearance and condition of the Unit.

(2) The patio or balcony to which the owner has sole access and useage. It shall be kept in a clean and sanitary condition, free and clear of ice and snow, and any accumulation of water. All maintenance, repair or replacement which is structural shall be made by the Board as a Common Expense provided the conditions in sub-paragraph (a) (4) above are met.

(3) Any damages to other Units or to the Common Elements resulting from his / her failure to make any repairs required to be made by him / her in this section (b).

(4) Each owner shall promptly report to the Board or the Managing Agent any defect or need for repairs for which the Board is responsible.

(5) Every owner must promptly perform all maintenance and repair work within his / her Unit and the limited Common Elements reserved for the exclusive use of that Unit if the omission of such work would be detrimental to the Condominium or to any other unit.

Each owner shall perform his / her responsibility in such a manner as to not unreasonably disturb or interfere with the other owners. Failure to do so shall make the owner liable for any damages incurred. If work is not begun and diligently pursued by the owner within ten (10) days after written demand from the Council , then the Council , its' agents , and employees may enter the Unit and perform the work at the expense of the owner. The expenses shall be added to , and become payable as part of , the owner's next monthly assessment due the Council.

(c) Manner of Repair and Replacement. All repairs and replacements shall be substantially similar to the original and of first class quality. The method of approving payment for repair and replacement shall be determined by the Board.

Section 4. Additions , Alterations , Improvements by the Board. Additions , alterations , or improvements to the Common Elements shall be made as follows :

(a) Board approved additions , alterations or improvements in or to the Common Elements which cost less than \$ 25,000 may be made without approval of the owners. The cost shall constitute part of the Common Expense.

(b) Additions , alterations , improvements costing between \$25,000 but less than \$100,000 may be made by the Board upon obtaining the approval of a majority of owners (as determined by percentage interest factor). The cost shall constitute a part of the Common Expense.

(c) Additions , alterations , improvements costing \$100,000 or more may be made by the Board upon obtaining approval of not less than three-fourths (3/4) of all owners (as determined by percentage interest factor). The cost shall constitute part of the Common Expenses.

Section 5. Use and Alteration of Units and Common Elements.

(a) Owners wishing to subdivide or make structural modifications to the interior or the exterior of their unit including any appearance changes to the latter (such as enclosing , painting , or other treatment of any balcony , window trim or otherwise) shall first request approval of the Board by notifying them in writing through the Manager , if any , or through the Board President

if no manager is employed. The Board shall answer, in writing, within forty five (45) days and failure to do so may be construed as no objection to the proposed modification and that consent is granted by the Board.

(b) If any Unit is subdivided into more than one (1) unit or two (2) or more units are altered to change the dimensions (with the consent of the Board as provided in 5 (a) above) a corresponding amendment to the Declaration shall be made.. The amendment shall be signed and acknowledged by the Council and by the owners of the affected units and recorded in the Land Records of Baltimore County. If the percentage interests assigned to the altered unit / units is to be reapportioned between the units, such change shall be shown in the amendment to the Declaration.

(c) The Property shall be used only for housing and the related common purposes for which it was designed. Each Unit shall be used solely as a single family residence except that portions of the Common Elements may be used as guest rooms.

(d) Nothing shall be done or kept in any Unit or in the Common Elements which will increase the insurance rate for the Property or its' contents without the prior written consent of the Board. In addition, nothing shall be done or kept in a Unit or in the Common Elements which will result in the cancellation of insurance on the Property or its' contents, or which would be in violation of any law.

(e) All valid laws, zoning ordinances, rules, orders, regulations or requirements of all government agencies with jurisdiction over any portion of the property shall be observed and complied with at the sole expense of the owner or the Board, whichever has the obligation to repair or maintain the portion of the property in question. No immoral, improper, offensive or unlawful use shall be made of any part of the Property.

(f) Nothing shall be done in or to any Unit or Common Element that will impair the structural integrity of the Building and any improvements thereon except as otherwise provided in the By-Laws.

(g) Nothing shall be altered or constructed in or removed from the Common Elements without the written consent of the Board.

(h) The Common Elements shall be only used for the services and facilities for which they are reasonably suited and relevant to the use and occupancy of the Units.

(i) No television antennas may be installed by owners.

(j) No portion of a Unit may be rented without prior written consent of the Board. No transient tenants are permitted.

(k) No trailers , campers , or boats may be parked on the Property.

(l) No animals shall be kept or sheltered in any Unit except for "Seeing Eye" and / or "Hearing" dogs.

(m) An owner shall not petition or join in any petition for any rezoning (whether a variance, a special exception , reclassification , or otherwise) of a Unit without previously notifying the Council in writing through the Manager. If no Manager is employed , through the Council President and obtaining , in advance , the written approval of the Board.

(n) Each owner shall have the right to reasonably enjoy the general Common Elements of the Condominium in accordance with the purposes for which they were intended and in common with all other Owners. The Board may adopt rules and regulations further defining the use of the general Common Elements.

Section 6. Utility Charges. All utilities (electricity , water , gas , sewer rents , and front foot charges) will be supplied directly to the Units and Common Elements through one or more building meters. The Board shall pay, as a common expense, all charges for utilities consumed on the Property. In the sale of a Unit , the Council , at the request of the selling owner , shall deliver to the purchaser or to the purchaser's title insurance company , a letter agreeing to promptly pay all charges for the above noted utilities , if applicable , as of the closing date for the title to the Unit.

Section 7. Parking Spaces. All areas identified for parking in the Plat of the Condominium Subdivision recorded simultaneously with the Master Deed shall be used by the

Owners for parking on a first come , first serve basis. Maintenance and repair of all parking areas shall be a Common Expense.

Section 8. Abatement and Enjoinment of Violations by Owners. The violation of any rule or regulation adopted by the Board , the breach of any By-Law contained herein , or the breach of any provision of the Declaration , shall give the Board the right , in addition to any other rights set forth in these By-Laws , to :

(a) enter the Unit in which or to which a violation or breach exists , and to summarily abate or remove , at the defaulting owner's expense , any thing or condition contrary to the intent and meaning of these provisions. The Board shall not be be deemed guilty of trespass ; or

(b) enjoin , abate or remedy by appropriate legal proceedings the continuance of any such breach. If the Board deems it necessary to take any action as a result of a breach or violation , the owner shall reimburse the Board for all expenses incurred and the Board shall have a lien against the Unit for the amount of the expense.

Section 9. House Rules. To assure the peaceful and orderly use of the Condominium and its' Common Elements ; the Board , at a meeting called for such purpose , shall establish a set of reasonable rules and regulations to be called "House Rules" governing the conduct of persons on the Condominium premises. The Board may from time to time adopt , amend or revoke these rules , in whole or in part. Upon adoption , these rules and every amendment or revocation shall be delivered promptly to each owner and shall be binding on them and all other occupants of the Condominium. The House Rules promulgated by the Board, effective April 1, 1980 together with revision and additions dated July 23, 1983 are attached to these By-Laws and shall continue in effect subject to amendment or revocation that may be made at a duly constituted Board meeting.

Section 10. Right of Entry. The Manager and any other person authorized by the Board , shall have the right to enter each Unit in case of emergency originating in or threatening a Unit , whether or not the owner or occupant is present at the time. Every owner and occupant, when so required , shall permit the Management or its' representative to enter the Unit at reasonable times

to perform authorized non emergency installations , alterations , or repairs to the Common Elements therein that relate to central services , provided that requests for entry are made in advance.

Section 11. Title. Every owner shall promptly record the deed , lease , assignment , or other evidence of his / her title to the Unit in the land records for Baltimore County , Maryland and to the Board through the Manager. The Secretary shall maintain this information in the Council records.

Section 12. Insurance Coverage.

(a) The Board shall obtain and maintain to the extent possible, the following insurance:

(1) Fire insurance protecting the interests of the Board , owners and their mortgagees in an amount based on the maximum replacement value of the Property without deduction for depreciation. The policy with extended coverage , vandalism , malicious mischief , and windstorm endorsements , shall insure the entire property (including all Units and the bathroom and kitchen fixtures initially installed by the Developer or its predecessors but not furniture, furnishings, or other personal property supplied or installed by owners), together with air conditioning equipment and other service machinery.

(2) Workman's compensation insurance to the extent required by Law

(3) Such other insurance as the Board deems necessary or as may be requested from time to time by a majority of owners.

(b) All physical damage insurance policies shall contain (to the extent obtainable at reasonable rates) waivers of subrogation , waivers of any defense based on co-insurance or of invalidity arising from any acts of the insured , and shall provide that such policies may not be cancelled or substantially modified without at least ten (10) days prior written notice to all the insureds, including all mortgagees of Units. Duplicates of all policies and their renewals together

with proof of payment of premiums, shall be delivered to all known Unit mortgagees at least ten (10) days prior to expiration of the then current policies.

(c) Prior to obtaining fire insurance or renewal thereof, the Board shall obtain an appraisal for the full replacement value of the Building including all of the Units and Common Elements, without deduction for depreciation, to determine the amount of insurance to be procured.

(d) The Board shall also obtain and maintain public liability insurance, in such limits as they deem reasonable, covering each Board member, the Managing Agent, Manager, and each Unit Owner. The policy shall also cover cross liability claims of one insured against another. The insurance shall cover only liability arising out of the business operation of the Condominium and its' facilities. The Board shall review the limits annually. The insurance shall be at least one (1) million dollars for injuries or damages sustained by any one person, one (1) million dollars for injuries or damages sustained by two or more persons in any one accident, and five (5) hundred thousand dollars for property damage. The insurance policy shall be so endorsed as to protect the insured against liability imposed or assumed by any contract.

(e) Unit Owners shall not be prohibited from carrying other insurance for their own benefit provided that all such policies contain; (1) waivers of subrogation by the insured against the Condominium and its' Unit Owners and, (2) the liability of the carriers issuing insurance obtained by the Board shall not be affected or diminished by any additional insurance carried by the owner.

## ARTICLE VIII

### EXECUTION OF INSTRUMENTS

Section 1. Insruments Generally. Unless otherwise provided by resolution of the Board, all checks, drafts, notes, bonds, acceptances, contracts, and all other instruments, except



conveyances , shall be signed by the President or Vice President and by the Treasurer or Secretary or Assistant Treasurer or Assistant Secretary.

#### ARTICLE IX

##### BY-LAWS

Section 1. Amendment. These By- Laws may be amended or revoked by the affirmative vote of 66-2/3 percent of Unit Owners entitled to vote at a meeting called for that purpose provided that the contents of these By-Laws contain all matters required by Title II of the Real Property Article of the Code.

Section 2. Conflict. In the event of any conflict between these By-Laws and the provisions of Title II of the Real Property Article of the Code, the latter shall take precedence.

#### ARTICLE X

##### MORTGAGES

Section 1. Notice to Board of Directors. An owner who mortgages his / her Unit shall notify the Board of the name and address of the mortgagee and shall file a copy of the note and mortgage with the Board. The Board shall maintain such information in a book entitled "Mortgage of Units."

Section 2. Notice of Unpaid Common Charges. Whenever requested in writing by a mortgagee , the Board shall promptly report any unpaid common charges or other defaults due by the owner of a mortgaged Unit.

Section 3. Notice of Default. The Board , when giving notice of a failure to pay common charges or other default to an owner , shall send a copy to the mortgagee of the Unit if the name and address have been previously furnished to the Board.

Section 4. Notice of Amendment to Master By- Laws. The Board shall give notice to the mortgagees holding first liens on all Units ten (10) days prior notice to the date on which the owners amend the Master Deed or these By-Laws.

#### ARTICLE XI

##### TERMINATION OF REGIME

Section 1. The Council may , by unanimous vote of all owners , terminate the Regime of Deed of Termination and with agreement of all owners , divide their respective interests or , failing a unanimous division agreement , in proportion to their respective interest in the common expenses and profits of the Condominium , after first paying off , out of the respective shares of the owners , all liens on the Unit of each owner.

#### ARTICLE XII

##### RECONSTRUCTION

Section 1. Less Than Two-Thirds Destroyed. In case of fire or other casualty resulting in damage to the Condominium , the insurance proceeds shall be applied to repair , restore or to reconstruct the damaged property , unless more than two-thirds of the Condominium has been destroyed.

Section 2. More Than Two-Thirds Destroyed. If more than two-thirds of the Condominium is destroyed , no reconstruction shall be made except upon the unanimous vote of all owners at a special Council meeting called in accordance with these By-Laws. Each Unit shall be bound by the unanimous vote and any subsequent action for partition by any owner shall be barred. Without a unanimous vote , the insurance proceeds shall be paid to the Insurance Trustee who shall , after first paying out of the respective shares of each owner any amounts necessary to satisfy and discharge any liens on the Unit , distribute them prorata to the individual

owners entitled thereto , based on the interest in Common Expenses and profits set forth in in Exhibit B.

Section 3. Board of Directors Determination. The Board may make a determination that not more than two-thirds of the Condominium has been destroyed , except where more than fifty percent of the Units have been directly physically affected by a casualty loss , the Board shall request within ten days (10) days after the loss , a written report from an independent appraisal firm that is a member of the Appraisal Institute of the National Association of Real Estate Boards. The report shall state the extent of destruction to the Condominium in fractional terms. When the destruction reported is more than two-thirds the Board shall call a special meeting of the Council , to be held within fifteen (15) days of receipt of the report , to determine whether or not reconstruction shall be undertaken.

Section 4. Plans, Specifications, and Bids. When destruction of the Condominium is reported pursuant to Section 3 of this Article XII , to be less than two-thirds or when the Unit owners have agreed by unanimous vote , in accordance with Section 2 of this Article XII , to reconstruct, the Board shall ( within ninety days from the occurrence of the loss ) have the necessary plans and specifications prepared and obtain firm bids from two (2) or more general contractors for the restoration and replacement of the damaged portion of the Condominium.

Section 5. Excess Cost to Repair. If the cost of repair or reconstruction exceeds the amount of the insurance proceeds , the excess shall be assessed against the owners in accordance with the Units' prorata share of percentage interest in Common Expenses and profits as set forth in Exhibit B.

### ARTICLE XIII

#### SUBSTANTIAL DESTRUCTION - PARTITION

Section 1. If there is total destruction of the Condominium or more than two-thirds destruction , the Council may elect to to repair or reconstruct the Condominium as provided in

Article XII, Section 2. However, if the Condominium is damaged to two-thirds or more of its then replacement cost, it shall be subject to an action for partition at the suit of any owner. In the event of a partition, the net proceeds of the sale together with any net proceeds of insurance shall be considered as one fund. It shall be divided by the Board among all the owners in proportion to their respective interests in the Common Expenses and profits, after first paying out of the share of each owner the amount of unpaid liens on his / her Unit, in the order of the priority of the liens. Action for partition may not be brought beyond one (1) year from the date of the damage. No suit for partition may be brought by any owner if destruction is less than two-thirds of the Condominium.

#### ARTICLE XIV

#### RATIFICATION

Section 1. In making settlement on a Unit in the Condominium the owner acknowledges the acceptance of all actions taken by the Council and the Board prior to the date of the purchase and settlement of the Unit.

#### ARTICLE XV

#### RESIDENT AGENT

Section 1. The resident agent (Robert Taylor, 7 Slade Avenue, Baltimore, Maryland 21208) is authorized to accept process service in any action against the Council or which arise through any cause relating to the Common Elements, all as authorized pursuant to the Code. Said Resident Agent shall serve until his successor has been duly designated.

#### ARTICLE XVI

#### NO SEVERANCE OF OWNERSHIP

Section 1. No owner shall execute any deed, mortgage or other instrument or mortgaging title to his / her Unit without including all the appurtenant Common Elements, it being the intention of this to prevent any separation of such combined ownership. Any deed, mortgage or other instrument purporting to affect a unit without including all appurtenant Common Elements, shall be deemed to include all appurtenant Common Elements even though the latter is not expressly mentioned or described therein. No part of the appurtenant Common

Elements of any Unit may be sold , transferred , or otherwise disposed of, except as part of a sale , transfer , or other disposition of the Unit to which such Common Elements are appurtenant , or as part of a sale , transfer , or other disposition of such part of the appurtenant Common Elements of all Units.

## ARTICLE XVII

### MISCELLANEOUS

Section 1. Captions. The captions herein are inserted only as a matter of convenience and for reference and in no way define , limit , or describe the scope of these By-Laws , or the intent of any of its' provisions.

Section 2. Waiver. No restrictions , conditions , obligations or provisions contained in these By-Laws shall be deemed to have been abrogated or waived by failure to enforce them regardless of the number of violations or breaches which may occur.

Section 3. Notices. All notices to the Board shall be sent by registered or certified mail to the Board of Directors , c/o the Manager , or if there is no Manager , to the principal office of the Condominium or to such other address as the Board may designate from time to time by written notice to all owners and mortgagees of Units. All notices to owners shall be sent by regular mail to the address shown on the roster of Unit Owners. All notices to mortgagees of Units shall be sent by regular mail to the designated addresses supplied by them to the Board., in writing . All notices shall be deemed to have been given when mailed.

CERTIFICATE OF SECRETARY  
OF 7 SLADE, INC. CONDOMINIUM  
FILED PURSUANT TO SECTION 11-104  
OF THE REAL PROPERTY ARTICLE  
OF THE ANNOTATED CODE OF MARYLAND

I HEREBY CERTIFY AS FOLLOWS:

1. That I was the person designated pursuant to the By-Laws of 7 Slade, Inc. Condominium the "Condominium") to count and record the votes at the meeting of the Council of Unit Owners of the Condominium held on September 24, 2002.

2. That the Amended and Restated By-Laws of 7 Slade, Inc. Condominium attached to this Certificate were duly approved by unit owners having the required percentage of the votes at a meeting of the Council of Unit Owners of the Condominium on September 24, 2002 and shall be effective upon recordation.



Barbara L. Hoot, Acting Secretary  
7 Slade, Inc. Condominium  
April 17, 2003

# **Brodie Management, Inc.**

April 28, 2009

Council of Unit Owners  
7 Slade Condominium  
7 Slade Avenue  
Pikesville, Maryland 21208

**RE: First Amendment to the Amended and Restated By-Laws  
of 7 Slade, Inc.**

Dear Member,

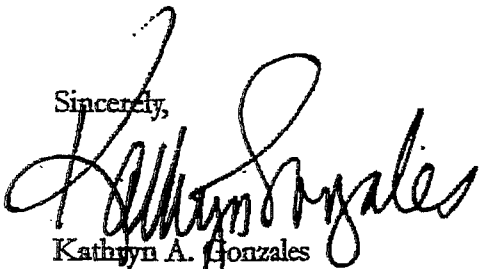
Recently a special meeting was held (January 12, 2009) to amend the By-Laws of 7 Slade Condominium. Specifically Article V, Section 1 (first paragraph only) and Article VII, Section 5 (f).

The proper percentage of votes was obtained in order to amend the By-Laws of the Condominium and as such, those amendments, as recorded, are attached for your records.

Please place these documents in safe storage along with all other governing documents for your Condominium for future reference.

Should you have any questions concerning the above, please feel free to contact our office at (410) 571-1400.

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
Brodie Management, Inc.  
Managing Agent for 7 Slade Condominium

**7 Slade, Inc.**  
(7 Slade Avenue Baltimore, Maryland 21208)

This First Amendment to the Amended and Restated By-laws of 7 Slade, Inc. is intended to amend and replace Article V, Section 1 (first paragraph only) and Article VII, Section 5(j) of the Amended and Restated By-Laws of the Council of Unit Owners of 7 Slade, Inc. which are recorded in Liber 18636, Folio 360 of the Land Records of Baltimore County.

Article V, Section 1. Election, Tenure and Compensation. The officers of the Council shall be a President, Vice President, Secretary, and Treasurer and such other officers or assistants to the officers, as the Board may consider necessary for proper operation of the Condominium. The officers shall be elected annually by the Board of Directors at its first meeting following the annual meeting of the Council. Any two or more offices, except those of President and Vice President, may be held by the same person. However, no officer shall execute, seal, acknowledge, verify or deliver any instrument in more than one capacity if execution such instrument is required by law or these By-laws to be sealed, acknowledged, verified, or delivered by any two or more officers.

Article VII, Section 5(j) - Leasing of Units

(j)(i) In order (1) to protect the equity of the unit owners; (2) to carry out the purpose for which the Condominium was formed by preserving the character of the Condominium as a residential development of owner-occupied residential condominium units and by preventing the Condominium from assuming the character of an apartment or transient complex; and (3) to comply with the eligibility requirements of financing of the Federal National Mortgage Association insofar as such criteria provides that the Condominium be substantially



owner-occupied, leasing of units shall be restricted in accordance with the restrictions imposed by this Section.

(j)(ii) Effective January 1, 2009, each condominium unit in the building shall be owner-occupied and no unit shall be leased unless as provided for herein. For those units owned by a corporation, limited liability company, partnership or trust, an officer, director, partner, or beneficiary, and the family members of each may occupy the unit and such occupancy shall not constitute leasing of the unit. Family members of the unit owner(s) may also occupy a unit and such occupancy shall not constitute leasing of the unit. Family members are defined as: the husband, wife, mother, father, children (biological or legally adopted), sister, brother, grandparent(s), grandchildren, stepchildren, boyfriend, girlfriend or fiancé of the unit owner(s); provided, however, the occupancy of a unit must at all times comply with all federal, state, county, and local codes, ordinances, and statutes. The following do not constitute a family member for purposes of the occupancy requirements set forth herein: cousin, family friend, close friend, uncle, aunt, niece or nephew of the unit owner(s). The Board of Directors shall have the sole authority to alter the definition of a "Family Member" from time to time by an affirmative vote of at least 80% of the Board of Directors without a vote of the Council, notwithstanding anything to the contrary contained in these By-laws.

(j)(iii) Leasing of Units

1. Effective January 1, 2009, no unit may be leased and shall otherwise be owner-occupied as set forth herein.
2. A unit may be leased prior to January 1, 2009 so long as the Board of Directors has provided written consent for the leasing of the unit, a written lease that complies with all of the requirements set forth herein is entered into prior to January 1, 2009 and such lease is provided to the Management Company prior to January 1, 2009.

3. Unit owners leasing their unit as of January 1, 2009 may continue to lease their unit until the expiration of the current lease. Thereafter, the lease may not be renewed.
4. When a leased unit is sold, the lease may continue to its expiration but may not be renewed upon the expiration of the lease.
5. A copy of all leases in existence as of January 1, 2009 must be provided to the Management Company by no later than January 1, 2009. Any lease executed on or after January 1, 2009 or received by the Management Company after January 1, 2009 even if executed prior to January 1, 2009 will be returned to the unit owner with instructions that the lease does not meet the aforementioned requirements and thus, is not permitted.
6. For purposes of this section, occupancy of a unit as his principal residence by a person or persons who is not the unit owner or a family member of the unit owner(s), whether or not pursuant to a written lease or occupancy agreement, even if for not charge, monetary or otherwise, shall be deemed to be "leasing" of the unit; provided, however, that a resident unit owner (but not a tenant) may allow occupancy of his unit for no more than ninety (90) days by a "house-sitter" if prior written notice is given to the Board of Directors and the Board of Directors approves same which shall be in their sole discretion to permit.
7. Exceptions. A unit may be non-owner-occupied under the following circumstances:
  - A. An owner may lease back his unit from the buyer of his unit up to three (3) months from the date of settlement. Thereafter, the unit must be owner-occupied.
  - B. A unit may be purchased for the occupancy by another family member. Proof of a familial relationship shall be required by the Board of Directors.
  - C. At the sole discretion of the Board of Directors, upon the presentation of an exceptional reason for the need to lease the unit by the unit owner. The Board of Directors shall be empowered to allow reasonable leasing of units for periods of less than one (1) year, with the right of the Board of Directors to grant further extensions, upon written application made by the unit owner, his or

her heirs, or Mortgagee, including but not limited to, those instances in which a resident unit owner must relocate his or her residence outside of the Baltimore area and has difficulty selling the unit. The decision as to whether or not undue hardship exists shall rest solely with the Board of Directors, in its sole discretion.

(j)(iv) If a unit owner violates the non leasing provision contained herein and continues to lease his unit after being notified of the violation, the unit owner shall be instructed to evict the tenant and the owner will be fined twenty-five dollars (\$25.00) per day until the eviction of the renter takes place or such other amount as determined by the Board of Directors. If a unit owner refuses to evict his tenant, the Board of Directors may evict the tenant in which case the unit owner shall be responsible for all expenses incurred by the Council, including but not limited to; the actual cost of the eviction proceeding, and any and all attorneys' fees and all other costs incurred by the Council in evicting the tenant regardless of whether a formal eviction proceeding is filed. Furthermore, in the event the Condominium or the unit owner is required to evict a tenant and remove the personal effects of the tenant from the unit, the Owner will be responsible to pay the actual cost of the removal of the personal property from the unit as well as from the Condominium property. The Owner will be assessed an administrative fee as determined by the Board of Directors from time to time to cover the cost of the Condominium overseeing the removal and disposal of the items.

(j)(v) In those instance instances where leasing of a unit is permitted, every lease for a Condominium unit shall be in writing, for a term of not less than one (1) year or for a term agreed to by the Board of Directors, and shall provide that the tenant under the lease shall be subject to and comply with the provisions of the Declaration, By-Laws, and such Rules and Regulations as they may be amended from time to time, and that the failure of the tenant to

comply shall be a default under the lease. A copy of the signed lease shall be submitted to the Board of Directors for its records at least ten (10) days before the tenant occupies the leased premises. The executed lease shall also contain a section executed by the tenant whereby the tenant acknowledges receiving and reading a copy of all governing documents and agrees to be bound by same.

(j)(vi) All leases must be signed by the proposed occupant and shall include those provisions required by the Board of Directors, including the following:

- (1) the rights of the tenant, and those persons in the unit with the permission of the tenant, to use and occupy the unit shall be subject and subordinate in all respects to the provisions of the Declaration, Plat, these By-laws and any other Rules and Regulations of the Condominium;
- (2) the failure of the tenant, or any person in the unit with the permission or consent (express or implied) of the tenant, to comply with the provisions of the Declaration, these By-laws and any other Rules and Regulation of the Condominium shall constitute a default under the lease; and
- (3) the Board of Directors is empowered to evict any tenant that violates any provision of the governing documents of the Condominium upon the Board of Directors notifying the owner of the Board of Directors' request for the eviction of the tenant and the owners failure to comply with the Board of Directors' request within the time specified by the Board of Directors.

(j)(vii) Each unit owner does hereby designate the Board of Directors or its nominee (which may be the Management Agent) as attorney in fact for the unit owner-landlord to enforce the terms of the lease, including, but not limited to, termination of the lease and institution of an action for eviction, for breach of the lease by tenant for failure to comply with any of the provisions of the Declaration, By-Laws, and/or such Rules and Regulations.

(j)(viii) The Management Agent shall supervise all moves into and out of a unit in the building. To do this, residents must notify the Management Agent at least seven (7) days before the date and time scheduled for a move into or out of a unit in the building. The time and date is subject to approval of the Management Agent, acting for the Board, and shall be rescheduled at the request of the Management Agent in order to cause minimal damage and disruption to the building in the moving process.

(j)(ix) The owner of a Condominium unit is responsible for any damages done to the common elements of the Condominium by anyone moving into or out of the owner's unit. The amount of damages shall be assessed by the Board of Directors and shall be due and payable as an additional assessment with the next regular assessment for the unit, and the amount of the assessment shall constitute a lien against the unit, the same as the monthly assessment.

(j)(x) To defray the costs of providing for supervision of moving into and out of a unit, and to offset for the wear and tear on the building caused by moving into and out of a unit, a fee of \$250.00 shall be imposed as an additional assessment against any unit for more than one move into and out of a unit within any twelve (12) month period. This fee shall be due and payable prior to the time of the move for which it is charged, and is deemed an additional assessment against the unit, and the amount of the assessment shall constitute a lien against the unit, the same as the monthly assessment.

(j)(xi) In order to secure payment to the Board of Directors for any damages done to the common elements of the Condominium during the course of any move into and out of a unit, the owner of the unit shall post a \$500.00 cash bond prior to the time of any move into or out of a unit. In the event any damages are done to the common areas of the Condominium during the

course of any move into or out of a unit, the amount of the damages shall be deducted from the cash bond, and any excess amount charged to the unit owner, as provided for above. The full cash bond shall be repaid to the unit owner by the Board of Directors within thirty (30) days after the move in to and out of a unit has been completed, if no damage has been done to the common elements of the Condominium during the move or the net left out of the amount deposited, after deduction of the amount of any damages, shall be refunded as provided.

(j)(xii) The Board of Directors shall be authorized to alter or amend the aforesaid occupancy policy from time to time by an affirmative vote of at least 80% of the Board of Directors without a vote of the Council, notwithstanding anything to the contrary contained in these By-laws.

IN WITNESS WHEREOF, the Council of Unit Owners of 7 Slade, Inc., by and through its President, has caused this First Amendment to the Amended and Restated By-laws to be executed on its behalf this 23<sup>rd</sup> day of February, 2009.

ATTEST:

Carolyn Weis  
Carolyn Weis - Secretary

Council of Unit Owners of 7 Slade, Inc.

By: Leonard Pondfield  
Leonard Pondfield - President

0027851 199

THIS IS TO CERTIFY that the First Amendment to the Amended and Restated By-laws was prepared by, or under the supervision of the undersigned, an attorney duly admitted to practice before the Court of Appeals of Maryland.



John M. Oliveri, Esq.

AFTER RECORDING, PLEASE  
RETURN TO:

Law Office of John M. Oliveri  
700 Melvin Avenue, Suite 8  
Annapolis, Maryland 21401

# Brodie Management, Inc.

February 18, 2014

Dear Unit Owner:

The Board of Directors is pleased to announce that the proposed amendment to Article VII, Section 1 of the Amended and Restated By-Laws of 7 Slade, Inc. was passed by 68% of the unit owners. As required by Article X, Section 4 of the Amended and Restated By-Laws, please forward the enclosed Notice to Mortgagees along with a copy of the adopted Second Amendment to the Amended and Restated By-Laws to the mortgage company holding the first mortgage on your property, if any, by no later than February 28, 2014.

If you have any questions, please feel free to contact me.

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
Brodie Management, Inc.  
Office (410)571-1400  
Fax (410) 571-7725  
E-mail [kathy@brodiemgmt.com](mailto:kathy@brodiemgmt.com)



# Brodie Management, Inc.

To: All First Mortgagees of a Unit within 7 Slade, Inc.  
From: Board of Directors of 7 Slade, Inc/Brodie Management, Inc.  
Date: February 18, 2014  
Re: Adopted Second Amendment to the Amended and Restated By-Laws of 7 Slade, Inc.

Dear Sir/Madame:

According to records of the Council of Unit Owners of 7 Slade, Inc, you are the holder of the first mortgage on a unit within the 7 Slade Condominium located at 7 Slade Avenue Pikesville, Maryland 21208. Pursuant to Article X, Section 4 of the Amended and Restated By-laws, notice is hereby given to you that on October 21, 2013, and continued there from until February 17, 2014, a Meeting of the Council of Unit Owners of 7 Slade, Inc was held to formally adopt the Second Amendment to the Amended and Restated By-Laws of 7 Slade, Inc. A copy of the adopted amendment to the Amended and Restated By-Laws is enclosed. The By-Laws of 7 Slade do not require any action on your part but only that you receive notice of the adopted amendment.

If you have any questions, please feel free to contact the undersigned.

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
Brodie Management, Inc.  
Office (410)571-1400  
Fax (410) 571-7725  
E-mail [kathy@brodiemgmt.com](mailto:kathy@brodiemgmt.com)

Enclosure

PROPOSED AMENDMENT TO BYLAWS ARTICLE VII, SECTION 1

ARTICLE VII

OBLIGATIONS OF THE OWNERS

Section 1. Expenses, Assessments. Each owner shall be liable for assessments, in proportion to his/her percentage interest in common expenses and common profits shown in Schedule B, for operation and maintenance of the Condominium that come due while the owner is owner of the Unit. Such expenses shall include, but not be limited to, all types of insurance, operational costs, management, electricity, gas, water and sewage charges, maintenance, repair, and replacement of the Condominium and Common Elements thereof. The Board shall, with the approval of the Council as provided in Section 2 of this Article VII, fix a monthly charge for each Unit that will provide sufficiently for its share of all such current expenses, reasonable reserves for future expenses of administration and such other expenses as the Board may deem proper, subject to adjustment from time to time, as the Board may deem necessary.

The monthly charge shall be due and payable in advance on the first day of every month. If unpaid by the fifteenth (15) of the month due, it shall commence to bear interest at eight percent (8%) per annum from that time until paid, plus a late charge of two dollars or one twentieth of the total amount of any delinquent assessment, whichever is greater. The interest and late charges together with the monthly charge shall constitute a lien on the Unit, assessed prior in right to all other charges except for those in favor of the State of Maryland for assessments, liens and charges for taxes past due and unpaid on the Unit and amounts and liabilities secured by duly recorded mortgage instruments. Such lien shall be recorded with a statement of Condominium lien in the land records for Baltimore County, Maryland. The statement shall include a description of the Unit, the owners name and the amount due, and shall

be signed and verified by the Council President and Treasurer. In any suit to foreclose a lien against an owner, the Council may represent itself through either the Manager, the Board, or by engaging legal counsel the same as any mortgagee of real property. The Representative, acting on behalf of the Council, shall have the power to bid for and acquire such Unit at a foreclosure sale. The delinquent owner shall be required to pay the Council a reasonable rent for the Unit until sale or foreclosure, together with all costs and reasonable attorney's fees. Suit to recover a money judgment for unpaid Common Element expenses shall be maintainable, with all costs and reasonable attorney's fees, without foreclosing or waiving the lien securing the same.

The owner, against whom a lien has been asserted, shall not be entitled to vote on any matter before the Council until such assessment together with all interest and charges has been paid in full. No action may be taken to foreclose the lien unless brought within three years following the recordation of the statement of condominium lien. Additionally, no action may be taken to foreclose the lien unless ten (10) day written notice (by registered mail – return receipt requested) is given to the owner at the address shown on the books of the Council.

All owners shall be obligated to pay common expenses assessed by the Board in accordance with Section 2 of this Article. Owners may not exempt themselves from liability for their contribution to the Common Expenses by waiver of the use of any Common Elements or by abandonment of their Unit. No owner shall be liable for the payment of any part of the Common Expenses subsequent to the sale, transfer or other conveyance by him/her of such unit. The purchaser of a Unit shall be jointly liable with the selling owner for all unpaid assessments against the latter for his proportionate share of the Common Expenses up to the time of the sale.

A list of unit owners, and their corresponding units, disqualified from voting by Article VII, Section 1 of the Bylaws, and any reason therefor, may be posted within the Common

Elements, as they are defined in the Declaration. This provision is not intended or designed to allow the public dissemination of unit owner account information, but rather to apprise unit owners, as members of the Council, of the status of the Council's financial affairs and voting rights.

**Brodie  
Management, Inc**

**APPROVED HOUSE RULE CHANGE**

June 24, 2010

Council of Unit Owners  
7 Slade Condominium, Inc.  
Pikesville, MD 21208

**RE: Proposed House Rules Change  
Withholding of Amenities – delinquent accounts**

Dear Unit Owners:

Recently a notice was mailed to all owners of 7 Slade indicating a Proposed House Rule Change. A meeting was held June 21, 2010 to review any questions/comments or suggestions to this House Rule Change.

Upon discussion the Board approved to accept the change to the 7 Slade House Rules regarding withholding of amenities. This change will be effective July 7, 2010.

Under the approved change, the new House Rule is as follows:

**Any owner who is delinquent on his account and for which a lien is placed on his property may not use the Condominium amenities, including but not limited to the pool, valet service, party room and guest room until the entire debt owed to the Condominium is satisfied. The Board of Directors may, at its sole discretion, permit the delinquent owner to use any of the aforementioned facilities/services while the owner is on a pre-approved payment plan.**

Again, this approved House Rule Change will take effect July, 7, 2010.

If you have any questions concerning the above, please feel free to contact our office at 410-571-1400 / 800-34-1244.

Sincerely,

7 Slade Condominium Board of Directors and  
Brodie Management, Inc.

134 Holiday Court, Suite 308 Annapolis, MD 21401  
410-571-1400 Fax 410-571-7725  
E-mail [kathy@brodiemgmt.com](mailto:kathy@brodiemgmt.com)  
TOLL FREE 800-314-1244

# Brodie Management, Inc

April 18, 2017

Council of Unit Owners  
7 Slade Inc.  
Pikesville, MD 21208

## RE: Approved Rules and Regulations Changes Observed Holidays-Contractor Work

Dear Unit Owners,

Recently a package was mailed to all owners of 7 Slade Inc. with a copy of the Draft of the Proposed New Observed Holidays and Contractor Work Hours Rules and Regulations. A meeting was held on April 17, 2017 to review any questions/comments or suggestions from our owners in regards to these Proposed Rule Changes.

Upon discussion, the Board has approved to accept the changes provided in the draft as mailed to all owners.

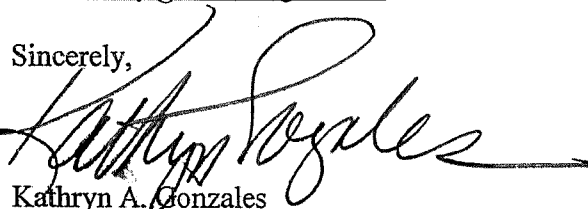
The new Observed Holidays and Contractor Work Rules & Regulations will go into effect May 1, 2017, unless within (15) days of the approved 7 Slade Board vote, a petition, signed by at least 15% of the Council of Unit Owners, calling for a special meeting is filed with the Secretary.

We have attached the final print of the 7 Slade, Inc. Rules and Regulations for your records. Please discard any prior copies that you may have and use only the enclosed Rules and Regulations with the date of May 1, 2017 for your reference.

Again, these approved Observed Holidays and Contractor Work Hours Rules and Regulation changes will take effect May 1, 2017.

Should you have any questions concerning the above, please feel free to contact our office at (410)571-1400 or email [kathy@brodiemgmt.com](mailto:kathy@brodiemgmt.com).

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
Brodie Management, Inc.  
Managing Agent for  
7 Slade Inc.

134 Holiday Court, Suite 308 Annapolis, MD 21401  
410-571-1400 Fax 410-571-7725  
E-mail [kathy@brodiemgmt.com](mailto:kathy@brodiemgmt.com)  
TOLL FREE 800-314-1244

## 7 SLADE CONDOMINIUM HOUSE RULES

1. The sidewalks, entrances, passages, courts, public halls and stairways shall not be decorated, obstructed or used for any purpose other than ingress and egress. Residents may not leave or store personal property in the hallways, stairwells or other common areas.
2. 7 Slade is a non-smoking building. No smoking is permitted in the common areas, which includes, but is not limited to, staircases, hallways, trash rooms, the laundry room, library and party room, etc.
3. Tools, sporting goods, storage containers, bicycles, mops, brooms and other cleaning equipment shall not be kept on balconies or patios but must be kept in each resident's unit or assigned storage locker.
4. Residents shall keep their units, including the inner portion of their respective balcony or patio, in a good state of preservation and cleanliness. Nothing shall be swept, dropped or thrown from the balcony or windows. No articles may be draped over the balcony railings. Balcony and patio floors may be painted, but they may not be tiled or covered with indoor/outdoor carpeting or other coverings unless the covering is the type approved by the Management Company/Board of Directors.

Appropriate outdoor furniture, electric grills, potted plants not more than 4 feet tall and flower boxes may be kept on balconies and patios. Flower boxes must face the inside of the balcony.

No items are to be attached by nail, screw, bolt or similar holding devices to any exterior wall. Items installed prior to January 31, 1999 may remain, but they shall not be reinstalled if they are removed to permit repairs to the exterior walls.

Bird feeders and similar devices are not permitted.

5. The apartment (unit) entrance doors into the halls shall be kept closed at all times, except when opened for ingress and egress. Service/Kitchen area doors should not be blocked as this presents a fire and safety hazard.
6. Unit owners shall be held responsible for damages caused by any actions of their children and/or guests. Children are not permitted to play in public areas which include the lobby area within the buildings. Residents may exercise by walking the hallways, but jogging or running is not permitted. Only radios with earphones are permitted in the hallways.
7. Residents and visitors must wear appropriate attire in all interior and exterior common areas of the building and grounds. No robes, housecoats, swim suits, etc. are to be worn in these areas at any time. The only exception is swim attire is permissible within the pool and pool deck area. Shoes must be worn in all interior and exterior common areas at all times.

7 SLADE CONDOMINIUM  
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8. No radio or television antenna, awning or sun shade, cover or enclosure, fan, air conditioning device, window guard, flag or similar items shall be attached to, hung or projected from the exterior of the building, windows, or balconies.
9. No sign, notice, advertisement or illumination shall be visible outside of the unit. No doorway facing any hallway shall be painted in any color except that uniformly used throughout the building. Doors may have brass-colored knockers, name plates, "Service Entrance" and/or Unit number plates. Name and number plates shall be no larger than 2 inches high by 4 inches wide. Bells may also be installed and a small religious symbol can be installed on the door frame. No other decorations or embellishments are permitted.
10. When replacing or installing draperies or other window treatments, Unit Owners shall use exterior facings which are white or off-white in color, so as to maintain uniformity of appearance throughout the building.
11. No ventilating, air conditioning or humidifying device shall be installed in any Unit without the written approval of the Board of Directors, which shall have sole discretion of granting such approval and in ordering its modification or complete removal in the event such device, in the opinion of the Board, becomes a visual or functional liability.
12. Radio, television, electrical and other devices of whatever nature shall fully comply with all requirements of the local Board of Fire Underwriters and other appropriate public authorities.
13. Inflammable, combustible or explosive materials shall not be stored within any Unit or storage locker. Unit Owners shall be liable for any damage or injury caused by any equipment or substance installed or kept in their Unit or locker.
14. No Resident or Unit Owner shall permit any noise, odor or other activity inside or outside of the Unit which might disturb or unreasonably annoy other occupants or interfere with their rightful comfort or convenience. The use of washing machines should be done during the hours of 8:00 am and 10:00 pm to avoid disturbance to surrounding units. Washing machines should be checked frequently for proper efficiency as well as ensuring that the machine is balanced so as not to create unnecessary vibration/noises. In particular, noise levels shall be especially reduced between 11 p.m. and 8 a.m.
15. No Resident or Unit Owner of Units on the ground level will be permitted to plant plants in their immediate vicinity unless approval is obtained in writing from the appropriate Committee. If approval is denied, an appeal may be made to the Board of Directors whose decision shall be final.
16. There shall be no organized sports activities or picnicking except in designated areas. Common grounds and green areas shall be used only for such recreational activity which will not cause disturbance to occupants of nearby Units and which will not injure such areas or add to their maintenance.
17. The rules below establish policies and procedures governing the use of all 7 Slade, Inc., parking areas by all building residents as well as non-resident owners, guests and contractors. The



## 7 SLADE CONDOMINIUM HOUSE RULES

policies and procedures below include, but are not limited to, the following items; gate system functions, registration for windshield stickers, windshield sticker replacement costs, signage and enforcement.

The general common elements include 294 parking spaces. Of these 219, spaces are located in the REAR Lot and 75 spaces are located in the GUEST LOT.

Gates to the REAR LOT will be closed twenty-four hours a day, seven days a week affording the residents of 7 Slade, Inc., the best protection in that area.

The GUEST LOT gate will be closed from midnight to seven o'clock in the morning. Old gate clickers will still be needed to obtain entry into the GUEST LOT during the hours when the GUEST LOT is closed. DO NOT DISCARD THE CURRENT GATE CLICKER OR ACCESS TO THAT LOT WILL BE UNAVAILABLE.

If 911 is called for any emergency, notify the front desk so they can be alerted to take prompt action when the emergency vehicles arrive for access to the REAR LOT.

The entry and exit gates will have a new colored light system. This will allow individuals to recognize when the gate is in motion, either opening or closing, and therefore advising individuals when the gate is in operation i.e., green light (opening), red light (closing).

The speed limit for all vehicles within the Condominium grounds is 15 mph. Vehicles shall be parked in designated parking areas. No boat, trailer, camper, contractor or commercial vehicle shall be parked on the parking areas without prior approval of the Board of Directors.

All motorcycles, motor scooters, motor bikes or mopeds must be parked in the Guest Lot and registered with the Front Desk.

Vehicles of Unit owners or guests must not be left unattended in the front entrance in any area of the driveway unless their key is left at the Front Desk. At no time may any vehicle be left unattended in the inside driveway closest to the building. This lane is used strictly for picking up and dropping off of 7 Slade Inc. residents and guests.

All caregivers must park in the GUEST LOT unless they are driving a resident's vehicle that has a windshield sticker and only then may they enter the Rear Lot. The caregiver must enter through the rear doors and proceed to the front desk to sign in prior to going to the unit.

Any contractor/service provider/guest in a non-commercial truck may park in front of the building temporarily (less than 10 minutes) in the farthest lane to speak with the Front Desk personnel, if necessary. Truck drivers/service providers driving a commercial vehicle needing assistance from the front desk should park their vehicles in the outer lane next to the circle.

Vehicles with a windshield sticker may park in any space in the REAR LOT with the exception of the contractor parking spaces which are marked by signs/arrows. The contractor parking spaces are located in the rear of the lot parallel to the building (closest to the hillside).

Residents/ visitors must not congregate at the Front Desk area as the receptionist is responsible

7 SLADE CONDOMINIUM  
HOUSE RULES

for concentrating on incoming vehicles requiring access to the REAR LOT.

Contractors will be required to call the Front Desk at 410-484-9500 to gain access to the REAR LOT.

Owners/Residents must notify the Front Desk about any contractors, and/or service representatives that are scheduled to visit the unit. This will assist the receptionist to determine if elevator pads, hallway mats, etc. are needed. Notifying the Front Desk of impending service will advise the receptionist of pending visitors.

All contractors allowed entry to the REAR LOT must park their vehicles in the lane parallel to the building at the back of the REAR LOT in the designated contractor parking spaces.

Windshield stickers are non-transferable, if a windshield sticker is removed, the seal will be broken and the windshield sticker becomes void and will no longer be effective.

Service contractors, clearly identified delivery vehicles and other commercial vehicles will not need a windshield sticker if such contractors and their vehicles are on the REAR LOT providing services during daylight hours. All contractors/service workers must follow the established hours for work as indicated in the 7 Slade Inc. Rules/Regulations.

No service contractor, delivery or commercial vehicle may be parked overnight on the REAR LOT without prior permission from the Board of Directors.

**REGISTRATION:**

The initial issuance and distribution of the windshield stickers will be done by the Management Company. After the initial issuance of the windshield stickers, subsequent issuance of the windshield stickers will be done by a member of the Gate and Security Committee.

New resident/ owner requests for windshield stickers and 7 Slade Inc will be issued after the completion of a parking registration application and proof of vehicle ownership which will be submitted to the Management Company. Upon completion of the necessary paperwork, a Management representative will issue and install a windshield sticker.

The current owner of each vehicle MUST complete and submit to Management a new application for a windshield sticker. If a windshield sticker is damaged or lost the fee for replacement is \$25.00 payable to 7 Slade, Inc. New windshield stickers will be issued only upon receipt and review of the parking registration form and vehicle registration. The Management representative will schedule and install the sticker on the appropriate vehicle once the required paperwork is completed, reviewed and approved.

**If a resident/owner's vehicle is replaced, they must complete a new parking registration form and after verification will be assigned a replacement windshield sticker. A representative of the Gate/Security Committee will arrange for installation.**

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**ENFORCEMENT**

All vehicles parked on 7 Slade, Inc. property are subject to these parking rules and regulations and vehicle owners are expected to adhere to them at all times.

Washing and/or waxing vehicles, changing oil or doing other repairs on the REAR AND GUEST LOT is strictly prohibited.

Vehicles must be parked within the painted lines marking each parking space. Using more than one space is prohibited.

All vehicles must have current tags and registration. All vehicles must be maintained in proper operating condition so as not to create a hazard or nuisance due to noise, fluid leaks and/or exhaust emissions. Any vehicle that is not maintained in the conditions described above must be removed from the 7 Slade Inc. property within 48 hours. Failure to move such vehicle will result in the vehicle being towed at the owner's expense.

**POLICY:**

Resident/Owners who have vehicles in their name will complete a parking registration form. They will be assigned one windshield sticker for each vehicle in their name. Also, those individuals who are nonresident owners will receive one windshield sticker upon completion of the necessary documentation (non-resident owners must show proof of ownership of vehicle).

No individual will receive a windshield sticker without the appropriate parking registration form on file. No resident/owner who resides in the building will be allowed entry into the REAR LOT without a windshield sticker.

One windshield sticker will be assigned per vehicle. There is no limit to the number of vehicles per unit as long as the vehicle registration coincides with the requirements stated below:

*Residency Requirements:*

1. *Proof of ownership of vehicle*
2. *Proof of Residency at 7 Slade*
3. *Non-resident owners must show proof of ownership of vehicle and proof of ownership of a 7 Slade property.*

Guest room renters will gain entry to the rear lot by calling the front desk at 410-484-9500. The guests will identify themselves to the receptionist who will then permit access to the Rear Lot.

Vehicles left on the property by owners who may be away for an extended period of time should park their vehicles farthest from the building and provide a set of keys to the Front Desk for any emergencies which may arise (snow, ice etc.)

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**SIGNAGE:**

Signage will be posted as follows:

- Directly after the first entrance to from Slade Avenue on the right, the following sign will be visible:

***ALL CONTRACTORS/VENDORS/SERVICE VEHICLES,  
CALL 410-484-9500 FOR GATE ACCESS***

- Just past the exit lane from the front entrance, before the entrance lane to the building, the following sign will be visible:

***STOP, CALL 410-484-9500 FOR REAR GATE ACCESS***

18. All trash shall be placed in garbage bags (garbage bags are distributed at the front desk), tied and deposited in the trash chute between the hours of 8 a.m. and 10 p.m. only. Large items to be disposed of should not be left in the trash room. Notify the front desk of the item and request that a staff member be sent up to the Unit to remove it. If bulk items include boxes, they should be broken down or flattened prior to contacting the front desk and kept within your unit until they are removed. Recyclable items should be deposited in the recycling receptacle in the trash room. Paper, including clean cardboard, should be deposited in the recycling receptacle in the lower level.
19. Water closets and other plumbing fixtures shall not be used for any purpose other than that for which they were designed, nor shall sweepings, rubbish rags or other such articles be placed therein for disposal. Any blockage or damage resulting from misuse shall be repaired and paid for by the Unit Owner.
20. Any work performed in your unit should be performed by a certified contractor who is licensed and insured. Owners are responsible for any damages that occur to your unit or any other unit from any contractor/workman that performs work in your unit. A licensed contractor/workman should have insurance which gives the owner an opportunity to have their insurance carrier seek reimbursement should damages occur.
21. No Resident or Unit Owner or occupant of the building shall ask or employ any employee of the condominium to perform any non-condominium service during the employee's working hours. This may result in disciplinary action against the employee that performs the work for any owner.
22. Residents or Unit Owners must allow authorized workmen or agents of the Board of Directors or the Managing Agent to enter at any reasonable time for repairs, inspection, etc.
23. Resident and Unit Owners are strongly encouraged to leave a unit key at the front desk where it will be maintained in a locked security box for emergency use only. If a key is not available and it becomes necessary to break through the door, the Unit resident will be responsible for the ensuing repairs.

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24. The swimming pool and related facilities shall be used in such manner and at such times as the Board of Directors may specify. Pertinent regulations will be issued at the start of each season.
25. The entrusting of a Unit key or property to an employee of the Unit resident by or for the Unit resident or his agent, employee, visitor or delivery service shall be at the sole risk of the Unit resident. Neither the Board of Directors nor the Managing Agent shall be liable for any injury, loss or damage resulting from this action.
26. No Resident or Unit Owner may request any employee to "hold" or otherwise "store" any equipment, furniture, etc. on 7 Slade common elements for any period of time without the express written approval of Management or the Board of Directors. If owners wish to "donate" equipment to the Condominium they must first contact the Managing Agent of the Building for approval.
27. **Residents and Unit Owners are responsible for advance notification to workmen, craftsmen, movers and vendors that moving into or out of the building or doing any installation/renovation/repair or decorating work is permitted only Monday through Friday between 8:00 a.m. and 5:00 p.m. only; nor is any of the above permitted on holidays (updated yearly list available at the front desk) or the weekend (defined as Friday, 5:00 p.m. until Monday, 8:00 a.m.).** Necessary emergency repairs will be considered for exception. Any owner moving in at other times including weekends without the permission of the Board of Directors or Management will incur a fine of \$100.00 for every hour over the approved time limits indicated in this paragraph. The service elevator is the ONLY elevator permitted for the above services. All reservations must be made through the front desk receptionist. A deposit of \$250.00 is required for all move ins/move outs payable in two separate checks. \$50.00 is non-refundable for reserving the elevator. If no damages are noted, the \$200.00 deposit check will be refunded. You will be held accountable for all damages and those damages will be deducted from your deposit check of \$200.00. If the damages exceed \$200.00 you will be billed accordingly. **ALL CHECKS WILL BE DEPOSITED WHEN RECEIVED.** Moving vans must use rear entrance and sign in and out at the loading dock to be allowed entry into the building. **THERE ARE NO EXCEPTIONS!**

The front desk must be notified prior to scheduling a move into or out of the building and the delivery of large items in order to assure the placement of protective floor and carpet mats and access to the freight elevator. If an item being moved into a unit is too large to fit on the service elevator (and cannot be carried up the stairs) the owner shall contact the Management Company which will coordinate with the elevator company being on site to oversee loading of the item on to the top of the cab. The unit owner is responsible for paying all appropriate fees.

28. No food delivery after 6:00 pm is allowed to be made to an individual unit but must be picked up in the lobby area.
29. Laundry facilities are for residents only. Their use by others is strictly forbidden.
30. Complaints regarding service or involving another resident shall be made in writing to the Property Manager or the Management Company. Upon investigation, the Property Manager or the Management Company will take whatever action is deemed necessary, and the complainant

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will be notified in writing of the action taken. Where necessary and/or appropriate, the issue will be referred to the Board of Directors.

31. **The Building's "Observed Holiday" schedule where no contractor work may be performed on the Holiday is as follows:**
1. **New Year's Day**
  2. **Martin Luther King Birthday**
  3. **Memorial Day**
  4. **Independence Day (July 4<sup>th</sup>)**
  5. **Labor Day**
  6. **Thanksgiving**
  7. **Christmas**
  8. **Rosh Hashanah (first day of the Holiday only)**
  9. **Yom Kippur (first day of the Holiday only)**
32. The Condominium's valet parking service is essentially for the convenience of the residents and their occasional visitors. It is not sufficient to accommodate large numbers of guests bringing cars. Residents planning to receive guests bringing 12 or more cars are therefore required to notify the Front Desk at least 36 hours in advance in order that the needed additional service may be procured. The expense for such additional service will be charged to the resident, or to the residents when more than one notification is received for the same day or evening.
33. No animal of any kind may be kept in or brought into the building or kept in the unit except for service animals, such as Seeing Eye or hearing dogs trained for that specific purpose. The maintenance, keeping, boarding and/or raising of any animals, livestock or poultry of any kind is prohibited within any condominium unit or General Common Elements or Limited Common Elements. A handicapped resident or prospective resident wishing to keep a medically necessary support animal may make written application to the Board of Directors requesting an exemption from provisions of this rule pursuant to the Fair Housing Act. The Board of Directors may, upon request, permit a resident to keep an animal in the unit while the Board of Directors is considering an owner's request for exemption.

Residents and guests who are permitted to have animals on the property shall adhere to the rules and regulations enumerated below:

- a. When an approved animal is in the General Common elements or Limited Common elements of the Condominium, the animal must be in a carrier or leashed and under complete control of an adult handler. Animals weighing less than 20 pounds must be carried while being transported through the General Common Elements or Limited Common Elements of the Condominium
- b. An animal must be confined to the owner's unit except when entering or exiting the building or when the owner is visiting another resident. Animals shall not be permitted to loiter in the General Common Elements of the Condominium building and shall only use the General Common Elements of the building for ingress and egress;

7 SLADE CONDOMINIUM  
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- c. While in the General Common Elements of 7 Slade Condominium, the animal must be kept leashed or in a carrier and under the control of their adult handler and shall not be allowed to run free or unleashed at any time, or to otherwise interfere with the rights, comfort or convenience of other residents, their guests or employees of the Condominium. Animals shall be kept away as far as practical from other owners, guests and employees of the Condominium while in the General Common Elements;
- d. An animal may only be walked in the area adjacent to the fence along the perimeter of the rear parking lot or other areas as designated, from time to time, by the Board of Directors;
- e. An animal's owner is responsible for the immediate removal and appropriate disposal of animal waste into the trash container that is next to the recycling dumpster. Animals shall not be allowed to deposit any waste in the Limited Common Elements, including but not limited to balconies and patios;
- f. No animal shall be leashed or tethered to any stationary element, including but not limited to a balcony, patio, tree, fence, railing or bench;
- g. An animal shall not be permitted to remain unaccompanied on any balcony or patio at any time;
- h. The animal's owner is responsible for any damage caused by the animal;
- i. Each animal owner is required to register his animal annually using the Animal Registration Form supplied by Brodie Management, Inc. The Baltimore county license, vaccination records, picture of the animal and any other documentation required must accompany the Animal Registration Form. In accordance with Baltimore County ordinances, all cats and dogs must have current registration and rabies identification (I.D.) tag that must be attached to the collar or harness worn by the animal;
- j. If the animal bites someone, the owner and the bite victim must report the incident to the Police Department/Animal Control. The owner will be held responsible for all injuries caused by an animal. An owner or guest who brings an animal onto the property of 7 Slade, Inc. agrees to hold 7 Slade, Inc., its employees, agents, servants and owners and directors harmless for any injury or damage as a result of that bite;
- k. No resident or guest shall inflict injury or act with cruelty to any animal on the Property;
- l. Owners are responsible for the appropriate and sanitary disposal of their dead animal. No animal shall be buried on any General Common Element or Limited Common Element or discarded in any trash container;
- m. If an animal becomes deceased a resident must apply to the Board of Directors for a new exemption prior to bringing a new support animal on the Property.

7 SLADE CONDOMINIUM  
HOUSE RULES

34. Residents shall be obligated to cover 80% of the floor area of each room of their unit (including hallways, but excluding kitchens and bathrooms) with carpeting and underlayment or rugs and pads. This rule shall apply to all units except those located on the first floor of the building.
35. The Board of Directors may impose a sanction or assess a fine against a resident, not to exceed \$300, for each violation of these Rules and Regulations, the Declaration or the By-Laws by such a resident, his/her guests, employees or residents of his/her unit and may assess against a resident the cost of any damages to the common areas caused by residents or guests of their units. Any penalty levied shall comply with all procedures required by applicable laws. If a fine is levied in connection with a continuing violation that the resident does not correct, the Board may levy an additional fine, not to exceed \$300, for each fifteen (15) days the violation remains uncorrected.

To impose a fine or sanction, the Board must:

1. Issue a written cease and desist notice, specifying the alleged violation and the action required to abate the violation.
  - a. In the case of a continuing violation, the Board shall also set a date by which the violation must be abated. This date may be no less than ten (10) calendar days from the date of the notice.
  - b. For other violations, the notice must state that any further violation of the same Rule may result in the imposition of an additional fine or sanction.
2. If, within a twelve (12) month period the same Rule is subsequently violated, the Board shall deliver a second notice specifying the alleged violation, the time and place of the hearing (which may not be less than ten (10) days from the date of the notice), an invitation to present evidence and produce any statement or witnesses, and the proposed sanction.
3. At the hearing, the alleged violator may present evidence and witnesses and may cross-examine Board witnesses. The hearing must be held in executive session. Prior to the imposition of any sanction, proof of notice and an invitation to be heard shall be placed in the minutes of the meeting. This proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the officer or director who delivered the notice. The notice requirement is deemed met if the alleged violator appears at the meeting. The minutes of the meeting must contain a statement of the result and sanction imposed, if any.
4. The Board's decision under the Fines and Sanctions Rule is appealable to the courts.

The Council of Unit Owners and/or any Unit Owner may take any available legal action against any Unit Owner who fails to comply with the Declaration, By-Laws or the Rules and Regulations.

36. Any consent or approval given under these House Rules may be added to, amended or repealed at any time by resolution of the Board of Directors.



**Brodie  
Management, Inc**

February 27, 2009

Council of Unit Owners  
7 Slade Condominium  
7 Slade Avenue  
Pikesville, Maryland 21208

RE: Board Resolution Establishing Collection Policy

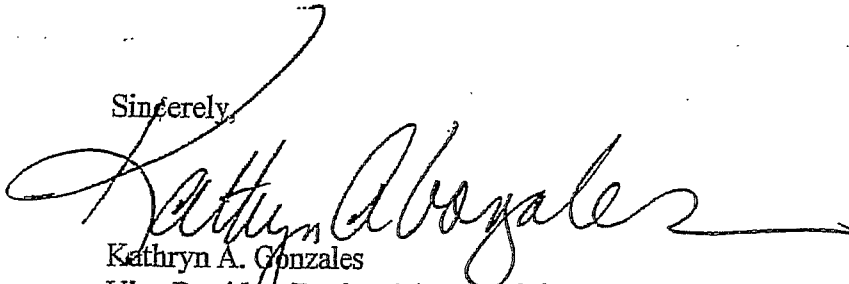
Dear Members,

Please find attached the Board Resolution establishing Collection Policies recently adopted by your Board of Directors.

We ask that you place this document with your permanent documents for 7 Slade Condominium for future reference.

Should you have any questions concerning the attached, please feel free to contact our office at (410) 571-1400.

Sincerely,



Kathryn A. Gonzales  
Vice President/Regional Property Manager  
Brodie Management, Inc.  
Managing Agent for  
7 Slade Condominium

7 SLADE, INC.  
BOARD RESOLUTION ESTABLISHING COLLECTION POLICY

WHEREAS, Article IV, Section 1 of the 7 Slade, Inc. Amended and Restated By-laws empowers the Board of Directors to handle the administration and affairs of the Condominium; and

WHEREAS, Article VII, Section 1 of the Amended and Restated By-laws states that all owners are liable for assessments proportionate to his or her percentage interest and common expenses and common profits for the operation and maintenance of the Condominium that come due while the owner is the owner of the unit and empowers the Board to fix a monthly charge for each owner that provides sufficiently for its share of all the current expenses, reasonable reserves for future expenses of administration and other expenses as the Board may deem proper subject to an adjustment from time to time as the Board may deem necessary; and

WHEREAS, the Board of Directors has found it necessary and desirable to establish a uniform collection policy for the collection of delinquent assessments against unit owners who fail to pay their assessments in a timely manner; and

WHEREAS, on the 19<sup>th</sup> day of January, 2009, the Board of Directors adopted a collection policy as set forth herein which is effective as of January 19, 2009.

NOW, THEREFORE, be it resolved this 19<sup>th</sup> day of January, 2009, that the collection policy for 7 Slade, Inc. is as follows:

All assessments and special assessments are due on the first of each month. All fines and other charges assessed to a unit owner's account shall be due as determined by the Board of Directors or its managing agent. Any assessment, fine, or other assessed charge not paid after fifteen (15) days from when due shall accrue a late charge in the amount of two dollars (\$2.00) or one-twentieth of the total amount of the delinquent assessment, whichever is greater.

Upon default in payment of any monthly assessment, the Board of Directors may demand payment of all remaining monthly installments coming due within the current fiscal year. In the event of a default by any unit owner in paying any sum assessed against the unit, the principal amount unpaid shall, at the discretion of the Board of Directors, bear interest at eight percent (8%) per annum.

The lien for assessments, fines, or other charges may be enforced and foreclosed in any manner permitted by the laws of the State of Maryland by power of sale (pursuant to Section 11-110 of the Act, as amended) or action in the name of the Board of Directors, acting on behalf of the Council. A suit to recover a money judgment for unpaid assessments, fines, or other assessed charges may be maintained without filing a lien, instituting foreclosure proceedings, or waiving of a lien, if filed, and a foreclosure may be maintained notwithstanding the pendency of any suit to recover a money judgment.

Upon a default in any payment due by a unit owner, the defaulting unit owner is liable for all costs and fees incurred by the Council in collecting the outstanding monies, including but not limited to, attorney's fees, court costs, insufficient fund fees, returned check fees, private processor fees, posting fees, etc.

Upon the foreclosure of a lien placed on a unit in accordance with the by-laws, a unit owner is responsible to pay a trustee fee of five percent (5%) of the gross sale price obtained by the trustee upon selling for the unit and the actual cost of the auctioneer fee. Upon the filing of a petition for sale of property but prior to the actual sale, a unit owner shall pay a trustee fee of \$1,000.00.

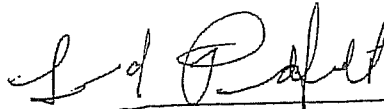
The Board of Directors, or the managing agent at the request of the Board of Directors, shall take prompt action to collect any assessments for common expenses, fines, or other assessed charge due from any unit owner which remain unpaid for more than thirty (30) days from the due date for payment thereof.

The Board of Directors, or the managing agent shall promptly provide any unit owner, contract purchaser, or Mortgagee who requests in writing a written statement of all unpaid assessments for common expenses, limited common expenses, special assessments and/or fines and charges due from such unit owner. A reasonable charge may be imposed for the preparation of such statement to cover the cost of preparation.

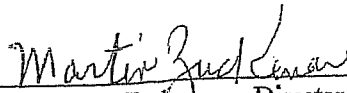
Except as may be otherwise required by applicable law, amounts collected for past due assessments, fines, or other assessed charges and all related costs thereto shall be applied in the following order:

- (1) To payment of reasonable attorneys' fees and other legal and collection costs;
- (2) To payment of late fees;
- (3) To payment of any interest accrued on the delinquent assessments;
- (4) To payment of fines and other assessed costs;
- (5) To payment of delinquent assessments and special assessments.

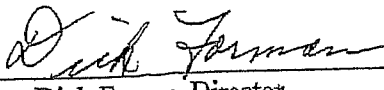
WITNESS, THE AFOREMENTIONED COLLECTION POLICY BEING THE ACT OF THE BOARD OF DIRECTORS OF 7 SLADE, INC.



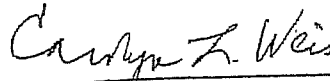
By: Leonard Pondfield, Director



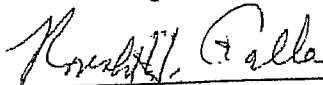
By: Martin Zuckerman, Director



By: Dick Fomman, Director



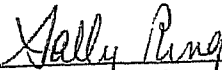
By: Carolyn L. Weis, Director



By: Ronald Galler, Director



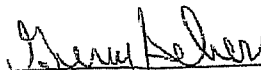
By: Ivan Oshrine, Director



By: Sally Ring, Director



By: Sibyl Gordon, Director



By: Gerry Sherman, Director

**BRODIE MANAGEMENT, INC.**  
**134 HOLIDAY COURT, SUITE 308**  
**ANNAPOLIS, MARYLAND 21401**  
**Telephone: 410-571-1400**  
**Facsimile: 410-571-7725**

To: Unit Owners  
7 Slade Condominiums

January 14, 2015

From: Kathryn A. Gonzales, Vice-President/ Regional Property Manager

Re: Insurance Required for Individual Units

The Maryland Legislature has amended the Maryland Condominium Act to clarify the responsibilities between the unit owners and the Condominium with regard to property and casualty insurance and any losses. **PLEASE NOTE:**

The law now provides that if the cause of any damage to any unit or the common elements originates from a unit, the owner of the unit where the cause of the damage originated is responsible for any insurance deductible under the condominium's policy, not to exceed \$5,000. The Condominium's deductible is currently \$5,000.00

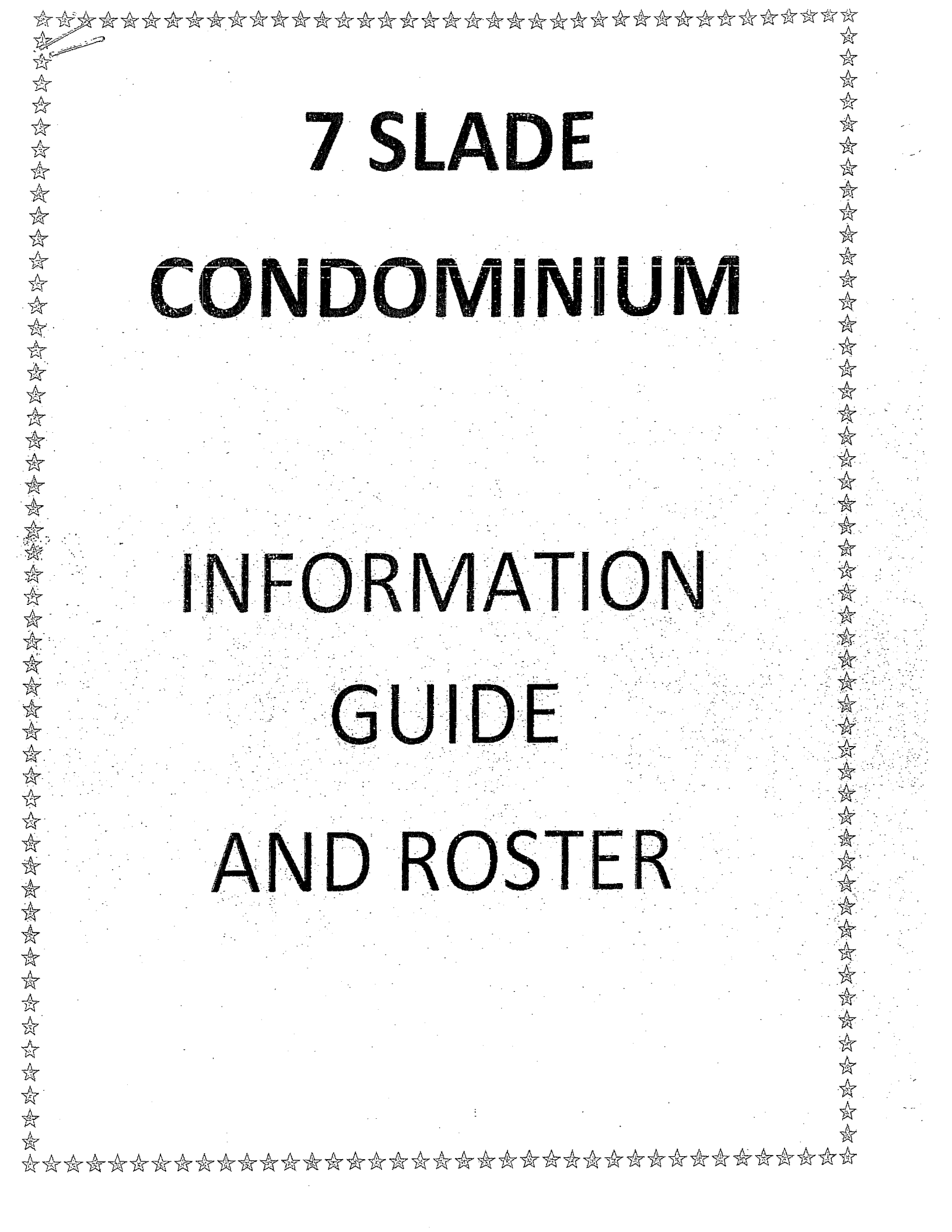
All unit owners should advise their insurance agents to have their Condominium Unit Owner's Policy cover the amount of the Condominium's deductible of \$5000.00. We also recommend that unit owners review their Condominium Owner's Policy to make certain that it adequately insures their improvements and betterments, personal property, liability, and any other appropriate types of coverage available under such a policy.

We would also like to mention that preventative maintenance on certain types of equipment can not only increase their effectiveness and longevity, but reduce future costs as well as maintain proper efficiency. We would like to bring the following items to your attention regarding home equipment that is the owner's responsibility:

- HVAC Systems – Spring/Fall inspections by a licensed contractor to include filter changes, flushing condensate lines, pressure testing, checking Freon levels, etc. This action may eliminate leakage and equipment freezing up causing damage to your unit or other units;
- Washer hoses/washer pans – often time washer hoses become brittle and break which could cause leakage into your unit as well as others. Washer hoses should be checked annually and recommendations made by your contractor for replacement hoses (i.e. stainless steel universal hoses) and installation of washer pans.

As required by law, the Condominium continues to insure the condominium's common elements and units, exclusive of improvements and betterments installed in units by unit owners other than the developer.

Should you have any questions concerning the above, please feel free to contact my office at (410) 571-1400.



**7 SLADE**

**CONDOMINIUM**

**INFORMATION**

**GUIDE**

**AND ROSTER**

To All Residents:

Each year Brodie Management will provide updates to the Information Guide and Resident Directory for your convenience. These updates will include directory information, policies and procedures that may have been update or revised. You can insert the updated information and dispose of the information that is outdated yearly.

Please do not discard your Information Guide as it provides pertinent information for your living experience you may need to refer to while living at 7 Slade.

## FREQUENTLY CALLED NUMBERS

FRONT DESK ----- 410-484-9500

GUEST ROOM #1 --- 410-653-5316

GUEST ROOM #2 --- 410-653-5317

GUEST ROOM #3 --- 410-653-5318

GUEST ROOM #4 --- 410-653-5319

PARTY ROOM -----410-653-5313

POOL -----410-653-5313

VALLEY CAB ----- 410-486-4000

PIKESVILLE POST OFFICE--- 410-602-2761

MISSING SUN PAPERS -----410-332-6807

BGE -----1-800-685-0123

COMCAST ----- 1-800-266-2278

VERIZON ----- 410-954-6260

ONE SLADE-----410-484-8300

ELEVEN SLADE----- 410-484-1600

BRODIE MANAGEMENT (CUSTOMER SERVICE)---- 1-800-314-1244

BRODIE MANAGEMENT (ACCOUNTING) -- 1-888-825-6061

EMERGENCY LINE -----410-377-1605

MEDICAL EMERGENCY -----911



# STAFFING SCHEDULE AT 7 SLADE

## MAINTENANCE SUPERVISOR

Monday - Friday 9:00am - 4:00pm	ON CALL FOR EMERGENCIES ONLY
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## ASSISTANT MAINTENANCE SUPERVISOR

Monday - Friday 7:30am - 4:00pm	ON CALL FOR EMERGENCIES ONLY
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## FRONT DESK

Morning Shift 7:30am - 3:30pm	Evening Shift 3:30pm - 11:30pm	Night Shift 11:30pm - 7:30am
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## DOORMEN SHIFTS

Front Doorman	Monday-Sunday: 7:30am-12am
Rear Doorman	Monday-Friday: 9:30am-7:00pm

## PORTERS

Week Days 7:30am - 4:00pm
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## GATE HOURS

Guest Gate 7:00am - 12:00pm	Back Gate CLOSED 24 hours a day, seven days a week. *Windshield Stickers used for entry for residents
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# JUST A FEW REMINDERS

**Fire Alarm:** Always evacuate the building immediately; go directly to the stairwells and exit the building; do not wait for anyone to notify you personally. DO NOT CALL THE FRONT DESK. If you are disabled, unlock your door and wait in your unit for a Fireman to assist you.

**All Visitors:** If not accompanied by resident / owner, visitors must enter through the front entrance and sign in at the front desk. All visitors must be announced prior to entering elevators. Any caretaker must sign in at the front desk.

**Parking:** Spaces marked with "7 Slade Stickers" are reserved parking spaces, all visitors and guests must use the front guest lot area. Valet parking is available for the convenience of your guests.

**Food Delivery:** No delivery to units after 6pm. Pick up your deliveries in the lobby after that time.

**Book Mobile:** Every Wednesday from 5:20pm to 5:40pm. (Front entrance area).

**Medical Emergency:** Always call the front desk to alert the staff, after your 911 call is completed.

**Packages:** Please pick up all packages upon notification from the front desk. If you are unable to claim your packages in a timely fashion, arrangements will be made to deliver to your door.

# TRASH PROCEDURES

Garbage and trash must be placed in the black plastic bags which are available at the front desk and put down the trash chutes. No bags should be left on the floor of the Trash Room.

All bags must be tied to prevent spillage of any liquids in the trash chute.

Thank you for your cooperation in this matter.

# RECYCLING PROGRAM

BALTIMORE COUNTY HAS INSTITUTED A SINGLE STREAM RECYCLING COLLECTION PROGRAM. IN ORDER FOR 7 SLADE TO MEET THE REQUIREMENTS OF THE PROGRAM THE FOLLOWING ARE REQUIRED:

A RECYCLING TOTER IS LOCATED ON EACH AND EVERY LEVEL, IN EVERY TRASH ROOM INCLUDING THE BASEMENT.

- METAL CANS (ALUMINUM AND STEEL, BEVERAGES CANS, EMPTY AEROSOL CANS, ALUMINUM FOIL AND PIE PANS)
- ALL GLASS BOTTLES AND JARS, PLASTIC CONTAINERS (YOGURT CONTAINERS, BUCKETS, CUPS, AND FLOWER POTS, ETC.)
- NO PLASTIC BAGS SHOULD BE PLACED IN RECYCLE BIN

PAPER PRODUCTS WILL CONTINUE TO BE DEPOSITED IN A SEPARATE TOTER DOWNSTAIRS ON THE LOWER LEVEL. DARK BROWN TOTER

- PAPER AND CARDBOARD (NEWSPAPERS, MAGAZINES, PHONE BOOKS, CATALOGS, BOOKS, WRITING AND COMPUTER PAPER, MAIL, PAPERBOARD—CEREAL BOXES, ETC.—FLATTENED CARDBOARD—MILK AND JUICE CARTONS/BOXES)

PLEASE BE COURTEOUS AND RINSE OUT ALL CANS AND CONTAINERS PRIOR TO PLACING THEM IN THE RECYCLING TOTERS. TAKE ALL ACCEPTED RECYCLABLES TO THE TOTERS. DO NOT USE THE TRASH CHUTES FOR RECYCLABLE ITEMS!

NOT ACCEPTED: PROPANE CYLINDERS, POTS AND PANS, SCRAP METAL, DISHES CERAMICS, DRINKING GLASSES, WINDOW GLASS, LIGHT BULBS, MIRRORS, STYROFOAM, CLAM/PEANUT SHELLS (PACKAGING FOR TOYS ETC.), SALAD BAR PLASTIC CONTAINERS, CD JEWEL CASES, MOTOR OIL CONTAINERS, VHS TAPES, PLASTIC ELECTRONICS, PAPER OR CARDBOARD COVERED BY FOOD, KLEENEX, FOIL GIFT WRAP OR PHOTO PAPER.

PLEASE CONTACT PORTER SUPERVISOR AT 410-484-9500 TO COLLECT ANY USED CFL/FLUORESCENT TUBES FOR PROPER DISPOSAL. THESE ITEMS CANNOT BE DISPOSED OF IN THE TRASH OR RECYCLE CONTAINERS.

## MOVING IN/ MOVING OUT

### APPROVED TIMES:

- MONDAY THROUGH FRIDAY 8:00AM AND MUST END BY 5:00PM

**\*\*ABSOLUTELY NO AFTER HOUR, WEEKEND, OR HOLIDAY MOVES.\*\***

### FREIGHT ELEVATOR USE AND PROCEDURES:

- ONLY THE SERVICE ELEVATOR CAN BE USED WHEN MOVING IN/OUT AND RECEIPT OF BULK GOODS/MERCHANDISE (EX. FURNITURE DELIVERY, SEVERAL BOXES, ETC.)
- CALL THE RECEPTION DESK TO RESERVE YOUR DAY.
- THE DAY AFTER YOUR MOVE IN/OUT, YOU MUST HAVE A WALK THROUGH SIGNED OFF BY 7 SLADE STAFF (MONTAE KNOWLIN OR BOB TAYLOR) TO INDICATE NO DAMAGE WAS DONE DURING YOUR MOVE.
- THE ELEVATORS AND WOOD FLOORS MUST BE PADDED DURING YOUR MOVE. YOU MAY CONTACT MONTAE KNOWLIN TO COORDINATE THIS.

### FEES:

- YOU MUST WRITE ONE CHECK FOR \$300.00. THIS IS REQUIRED FOR ALL FREIGHT ELEVATOR RESERVATIONS.
- THE CHECK SHOULD BE MADE PAYABLE TO 7 SLADE INC. YOUR CHECK WILL BE DEPOSITED AND HELD TO RESERVE THE ELEVATOR AND AS A SECURITY AGAINST ANY DAMAGE DONE DURING YOUR MOVE.
- \$100.00 OF YOUR DEPOSIT IS NON-REFUNDABLE FOR RESERVING THE ELEVATOR.
- IF NO DAMAGE IS INCURED DURING YOUR MOVE, \$200.00 WILL BE REFUNDED TO YOU.
- YOU WILL BE HELD ACCOUNTABLE FOR ALL DAMAGES AND THOSE COSTS WILL BE DEDUCTED FROM THE REFUNDABLE PORTION OF YOUR DEPOSIT CHECK OF \$200.00 AND WILL BE INVOICED FOR ANY OVERAGES.

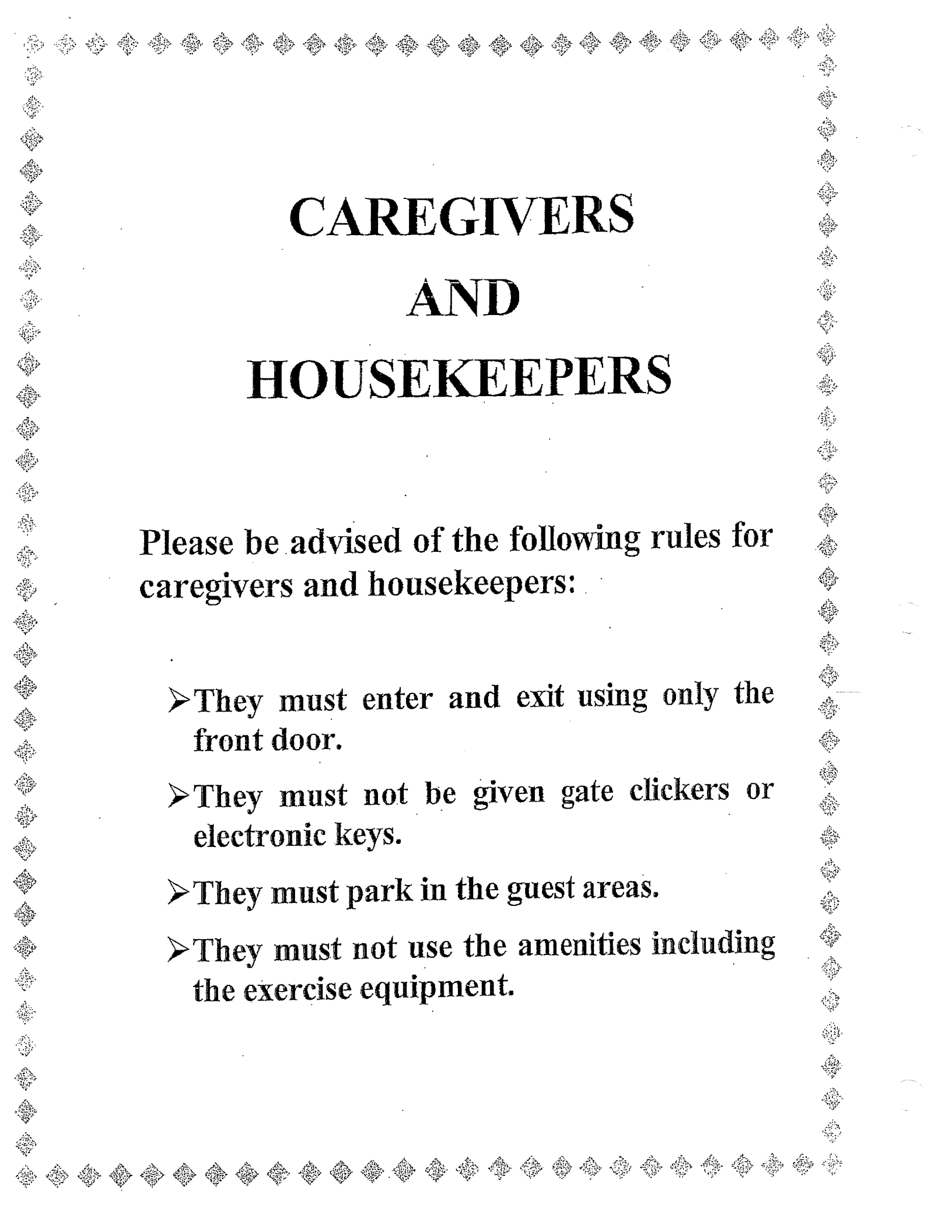
### APPROVED AREA FOR MOVING VANS:

MOVING VANS MUST USE THE LOWER REAR RAMP ENTRANCE AND SIGN IN AND OUT AT THE LOADING DOCK. THERE ARE NO EXCEPTIONS.

IF YOU HAVE ANY QUESTIONS ABOUT THESE PROCEDURES, PLEASE CONTACT THE FRONT DESK AT (410) 484-9500.

**CONTRACTOR  
HOURS:  
8:00 A.M. TO 5:00 P.M.  
ALL CONTRACTORS  
MUST LEAVE  
BY 5:00 P.M.**

**ALL CONTRACTORS  
MUST SIGN IN AND OUT  
AT THE LOADING DOCK  
NO EXCEPTIONS**



# **CAREGIVERS AND HOUSEKEEPERS**

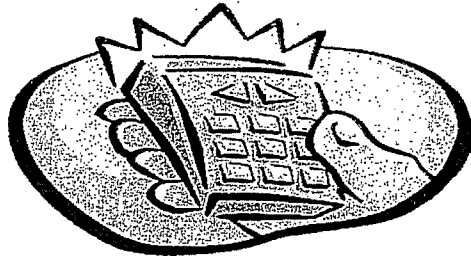
**Please be advised of the following rules for caregivers and housekeepers:**

- **They must enter and exit using only the front door.**
- **They must not be given gate clickers or electronic keys.**
- **They must park in the guest areas.**
- **They must not use the amenities including the exercise equipment.**



**NOTICE TO ALL 7 SLADE UNIT OWNERS**

**GATE CLICKERS**



**GATE CLICKERS ARE AVAILABLE  
TO ALL RESIDENTS.**

**IT IS THE RESPONSIBILITY OF ALL SELLERS TO  
TURN OVER THEIR GATE CLICKER(S) TO THEIR  
BUYER(S). IF THE GATE CLICKER(S) ARE NOT  
TRANSFERRED, A FEE WILL BE CHARGED TO  
THE NEW OWNER FOR EACH NEW GATE  
CLICKER.**

**IF YOU HAVE ANY QUESTIONS,  
PLEASE FEEL FREE TO CONTACT  
THE MANAGEMENT OFFICE AT  
1-(800) 314-1244**

# UNIT BLASTERS

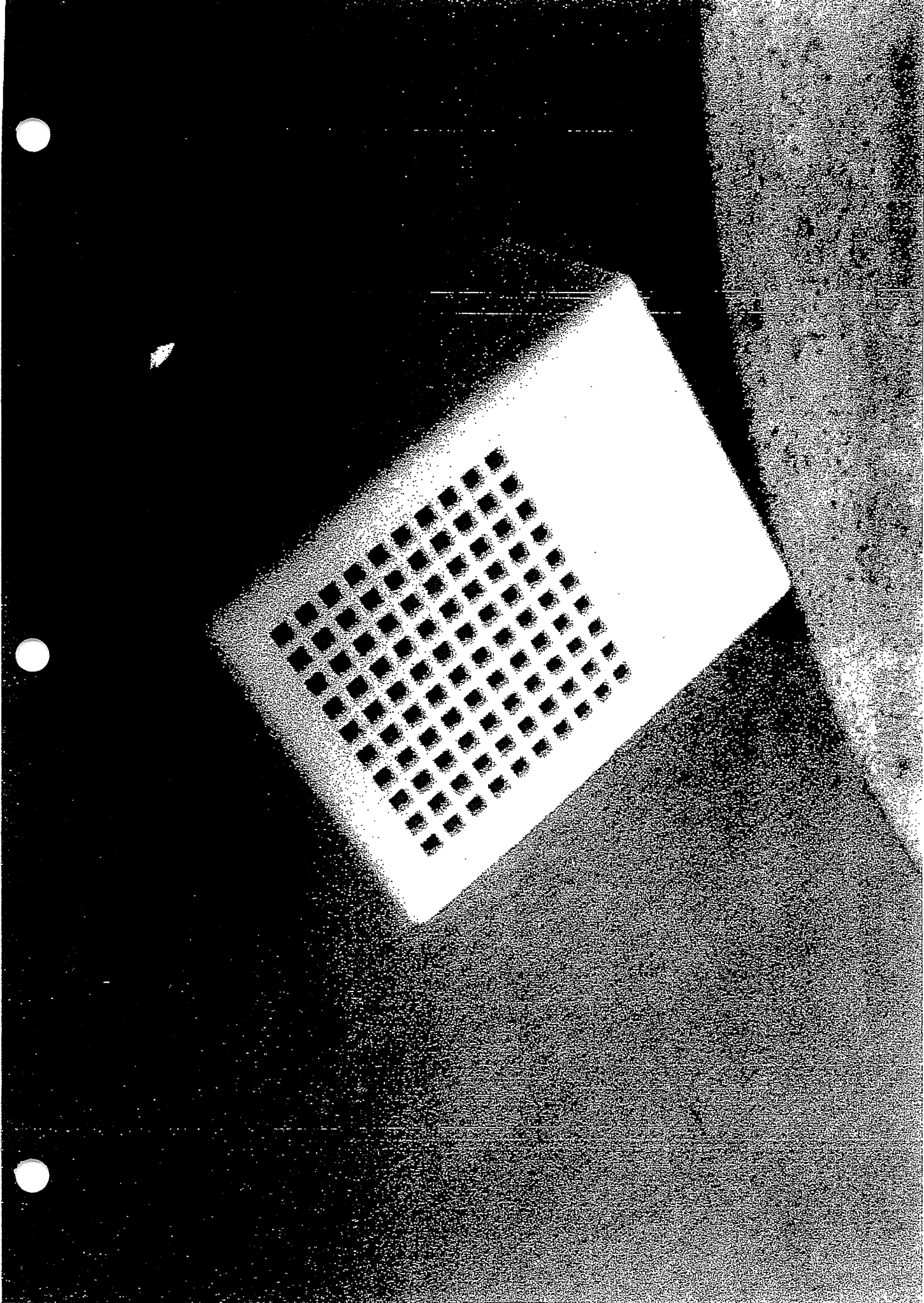
Unit Blasters are part of the FIRE ALARM SYSTEM for 7 Slade Condominium that plug into the wall and are only effective with the fire alarm system at 7 Slade.

When you purchase a unit, you should check to see if the blaster is in the unit.

**DO NOT REMOVE**  
**FROM 7 SLADE CONDOMINIUM**  
**THE UNIT BLASTERS ARE**  
**THE PROPERTY OF 7 SLADE**

**The replacement cost of each currently is \$106.00 and is subject to change.**

**\*\* The following page has a picture of the FIRE ALARM BLASTER\*\***



## **TO ALL RESIDENTS:**

Some safety procedures to aid in the prevention of fires for your protection are attached.

The following is provided for your information:

The Fire Department in this area is equipped with aerial ladders. The ladders can only be used for rescue purposes up to 8 floors. Two firemen are used on the ladder for this purpose. Individuals weighing up to approximately 200 pounds will be rescued in this manner. Any individual weighing more than 200 pounds, will be rescued via the stairwells.

In the event of a fire alarm at 7 Slade, the Fire Department will respond as quickly as possible.

Upon arrival, the Fire Department will determine if there is a real fire or a false alarm.

Please read the following pages to assure that you are familiar with the procedures and information provided.

# BUILDING EVACUATION PROCEDURES

When you hear the fire alarm sounding you must assume there is a fire in the building, and take the following steps:

Remain calm – DO NOT PANIC. Be sure to take your keys with you.

1. Turn off any appliances that may be in use (oven, range, washer/dryer, dishwasher, tv, etc.)
2. Individuals who are not mobile, or who are disabled, are to remain in their units with the doors unlocked, and wait for emergency personnel to arrive.

All other individuals:

1. If you sleep with your bedroom door closed, and the fire alarm sounds, feel the bedroom door with your hand before opening the door. If door is hot, stay in bedroom, place a wet towel along bottom edge of the door, and hang a sheet or towel out the bedroom window. **CALL 911** to advise them of your situation. If door is not hot, open door, and proceed to leave the bedroom.
2. Check unit door for HEAT by placing hand against door and doorknob.
  - (a). If door and door-knob ARE NOT HOT, slowly open door to check for smoke in hallway. IF NO SMOKE OR FLAMES IN HALL EVACUATE THE BUILDING. Leave your doors unlocked for access to fire personnel if needed. Be sure to take the keys to your unit and your car keys with you.

(b). If door or door knob IS HOT, if hallway is full of smoke, or if you need assistance for any reason: (1) remain in your unit with doors closed and unlocked. (2) **CALL 911**. Tell them you are in your unit, and why you need help. Give address and unit number. (3) Tie white towel or sheet on balcony rail. **LEAVE BALCONY DOOR UNLOCKED AND CLOSED**. (4) **WAIT IN UNIT FOR ASSISTANCE. USE BALCONY ONLY IF THERE IS SMOKE OR FIRE IN YOUR UNIT AND YOU CANNOT REMAIN INSIDE.**

3. Proceed to assigned stairway, or closet available stairway, and evacuate the building (see attached diagram). If the assigned stairway is full of smoke, move to an alternative exit. If all exits are full of smoke, move to an alternate exit. If all exits are full of smoke, return to your unit. You may exit the building through the front door, or the doors at the rear of the building.
4. During building evacuation, proceed in an orderly manner to your designated or closest exit. Stay in single file in the stairways, as Fire Department personnel may be coming up the same stairway. After you reach ground level, proceed outside away from the building to the back parking lot or the guest parking lot. Do not congregate in the lobby or near the building as this may hinder Fire Department personnel in the performance of their duties. Residents in the first floor units with patios can exit through the halls, or via their patio door as an alternate exit. If you use your patio door to exit, then proceed to the back parking lot or guest parking lot.

# FIRE PREVENTION

IN A RECENT SURVEY IT HAS BEEN FOUND THAT RESIDENTS IN HIGH-RISE APARTMENT BUILDINGS ARE MUCH SAFER FROM FIRE THAN IN GARDEN-STYLE UNITS. YOU CAN KEEP YOUR UNIT A SAFE PLACE TO LIVE IF YOU FOLLOW THESE FIRE PROTECTION PRACTICES:

1. NEVER USE IMMERSION-TYPE HEATING DEVICES.
2. AVOID ELECTRICAL OVERLOADING. AVOID ADAPTERS PERMITTING MULTIPLE APPLIANCES TO BE PLUGGED INTO A SINGLE RECEPTABLE.
3. DO NOT PLUG HIGH-VOLTAGE ITEMS INTO ELECTRICAL OUTLETS WITHOUT FIRST CHECKING WITH BUILDING MANAGEMENT.
4. NEVER EMPTY ASHTRAYS INTO WASTEBASKETS.
5. NEVER THROW MATCHES, CIGARETTES, CIGARS OR PIPE ASHES INTO WASTEBASKETS.
6. OBSERVE ALL SENSIBLE SMOKING HABITS. DO NOT SMOKE IN BED.
7. STORE WASTE PAPER AT LEAST SIX TO EIGHT FEET AWAY FROM ANY OPERATING ELECTRICAL APPLIANCE OR MACHINE.
8. KEEP CLEANING CLOTHS, OILY RAGS IN FIRE-PROOF CONTAINERS.
9. IF ANY ELECTRICAL APPLIANCE IS EMITTING SMOKE, IMMEDIATELY REMOVE THE ELECTRICAL PLUG FROM THE WALL OUTLET AND NOTIFY THE FRONT DESK.
10. IT IS STRONGLY SUGGESTED THAT EACH OWNER KEEPS SEVERAL APPROVED FIRE EXTINGUISHERS IN THEIR UNIT, IN PARTICULAR IN THE KITCHEN AND BEDROOM.
11. TOWARD THE END OF 2009 THERE WAS A MODEL BRK9120LB HARDWIRED SMOKE DETECTOR INSTALLED IN EACH UNIT WITH A LITHIUM BATTERY BACK-UP WHICH WILL OPERATE THE SMOKE DETECTOR IF THERE IS NO ELECTRICITY. THE DETECTORS ARE GUARANTEED FOR 10 YEARS WITH NO WARRANTY ON THE BATTERY WHICH SHOULD LAST 7- 10 YEARS. THE SMOKE ALARM WILL CHIRP ABOUT ONCE A MINUTE FOR ABOUT 7 DAYS WHEN THE BATTERY IS WEAK. IT IS THE RESPONSIBILITY OF THE UNIT OWNER TO REPLACE THE BATTERY WITH A BATTERY EQUIVALENT TO THE

ORIGINAL LITHIUM BATTERY. IF YOU ARE PHYSICALLY UNABLE TO CHANGE THE BATTERY, CALL THE FRONT DESK FOR ASSISTANCE. THE UNIT OWNERS SHOULD PUSH THE TEST BUTTON ON THE SMOKE DETECTOR ONCE A MONTH TO ENSURE THAT IT IS IN WORKING ORDER.

12. DO NOT LEAVE RANGE, OVEN, DISHWASHER OR WASHER/DRYER ON AND UNATTENDED.
13. IN 2007 A SUPPLEMENTAL FIRE HORN (BLASTER) WAS INSTALLED IN THE MASTER BEDROOM OF EACH UNIT. THE BLASTERS WILL SOUND WHEN THE BUILDING FIRE ALARM IS ACTIVATED. THE BLASTERS ARE THE PROPERTY OF 7 SLADE AND ARE NOT, REPEAT ARE NOT TO BE REMOVED FROM THE ELECTRIC RECEPTABLE IN WHICH IT WAS INSTALLED. UNIT OWNERS WILL BE REQUIRED TO PURCHASE A NEW BLASTER FOR ONE THAT IS MISSING.
14. BURNING CANDLES SHOULD NOT BE PLACED NEAR CURTAINS OR OTHER INFLAMMABLE ITEMS, AND SHOULD BE WATCHED CONTINUOUSLY. DO NOT LEAVE BURNING CANDLES UNATTENDED. EXTINGUISH CANDLES BEFORE LEAVING YOUR UNIT.
15. IN THE EVENT OF A FIRE ALARM – DO NOT PANIC.

**PANIC IS A MAJOR CAUSE IN LOSS OF LIFE DURING A FIRE!**



# FIRE SAFETY PRACTICES

IN CASE OF FIRE, (1) CALL 911 (2) CALL THE FRONT DESK (3) ACTIVATE THE BUILDING FIRE ALARM SYSTEM BY PULLING THE HANDLE DOWN AT A PULL STATION. THESE ARE MOUNTED ON THE WALL NEAR THE ENTRANCE TO THE NORTH, EAST, WEST AND CENTRAL STAIRS.

ELEVATORS ARE NOT TO BE USED TO EVACUATE THE BUILDING; STAIRS WILL BE USED.

IF YOU MUST EVACUATE YOUR AREA, DO SO IN AN ORDERLY MANNER—DON'T PANIC; WALK, DON'T RUN TO YOUR ASSIGNED OR ALTERNATE STAIRWAY AND EVACUATE THE BUILDING.

KNOW THE LOCATION OF THE STAIRWAYS BEFORE AN EMERGENCY OCCURS – SEE ATTACHED DIAGRAM.

KNOW THE LOCATION OF THE FIRE EXTINGUISHERS (SEE DIAGRAM), HOW TO OPERATE THEM AND WHAT KIND OF FIRES THEY SHOULD BE USED ON.

OBEY THE DIRECTIONS OF THE FIRE DEPARTMENT PERSONNEL.

DURING BUILDING EVACUATION, PROCEED IN AN ORDERLY MANNER TO YOUR DESIGNATED OR CLOSEST MEANS OF EXIT. AFTER YOU REACH GROUND LEVEL, PROCEED OUTSIDE AND AWAY FROM THE BUILDING (EITHER IN REAR PARKING LOT OR TO GUEST PARKING LOT). DO NOT CONGREGATE IN THE LOBBY OR NEAR THE BUILDING AS THIS MAY HAMPER FIRE DEPARTMENT PERSONNEL IN THE PERFORMANCE OF THEIR DUTIES. YOU WILL BE NOTIFIED WHEN YOU CAN RE-ENTER THE BUILDING.

STAY IN SINGLE FILE IN THE STAIRWAYS, CLOSEST TO THE WALL AS FIRE DEPARTMENT PERSONNEL MAY BE COMING UP THE SAME STAIRWAY (ON THE HANDRAIL SIDE).

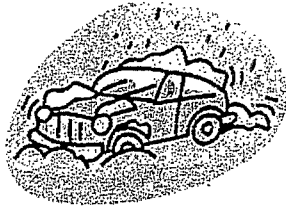


# 7 SLADE, INC.

## BUILDING EVACUATION FLOOR ASSIGNMENTS

<u>FLOOR</u>	<u>UNIT NUMBERS</u>	<u>STAIRWAY</u>
8 <sup>th</sup>	807 - 814	WEST + CENTER
8 <sup>th</sup>	815 - 822	EAST + CENTER
7 <sup>th</sup>	707 - 714	WEST + CENTER
7 <sup>th</sup>	715 - 721	EAST + CENTER
7 <sup>th</sup>	701 - 706	NORTH
6 <sup>th</sup>	607 - 614	WEST + CENTER
6 <sup>th</sup>	615 - 621	EAST + CENTER
6 <sup>th</sup>	601 - 606	NORTH
5 <sup>th</sup>	507 - 514	WEST + CENTER
5 <sup>th</sup>	515 - 521	EAST + CENTER
	501 - 506	NORTH + CENTER
4 <sup>th</sup>	407 - 414	WEST + CENTER
4 <sup>th</sup>	415 - 421	EAST + CENTER
4 <sup>th</sup>	401 - 406	NORTH
3 <sup>rd</sup>	307 - 314	WEST + CENTER
3 <sup>rd</sup>	315 - 321	EAST + CENTER
3 <sup>rd</sup>	301 - 306	NORTH
2 <sup>nd</sup>	207 - 217	WEST + CENTER
2 <sup>nd</sup>	215 - 221	EAST + CENTER
2 <sup>nd</sup>	201 - 206	NORTH
1 <sup>st</sup> & Lobby	107 - 114	WEST + CENTER
	115 - 121	EAST + CENTER
	101 - 104	NORTH + MAIN ENTRANCE

1<sup>st</sup> - 7<sup>th</sup> FLOORS HAVE 4 MEANS OF EGRESS 8<sup>th</sup> FLOOR HAS 3 MEANS OF EGRESS  
THIS CHART WILL BE USED FOR ALL EVACUATION PLANS WHEN POSSIBLE.



## **SNOW REMOVAL PROCEDURES**

**DURING THE WINTER SEASON SEVERAL PARKING SPACES WILL BE MARKED OFF WITH ORANGE CONES. THESE SPACES, LOCATED AT THE END OF EACH LANE, WILL BE USED BY THE SNOW PLOW FOR MANUVERING AND STORING ANY EXCESS SNOW. (SEE ATTACHED MAP)**

**WHEN SNOW IS PREDICTED THE FRONT GATES WILL BE LEFT OPEN UNTIL THE STORM HAS PASSED.**

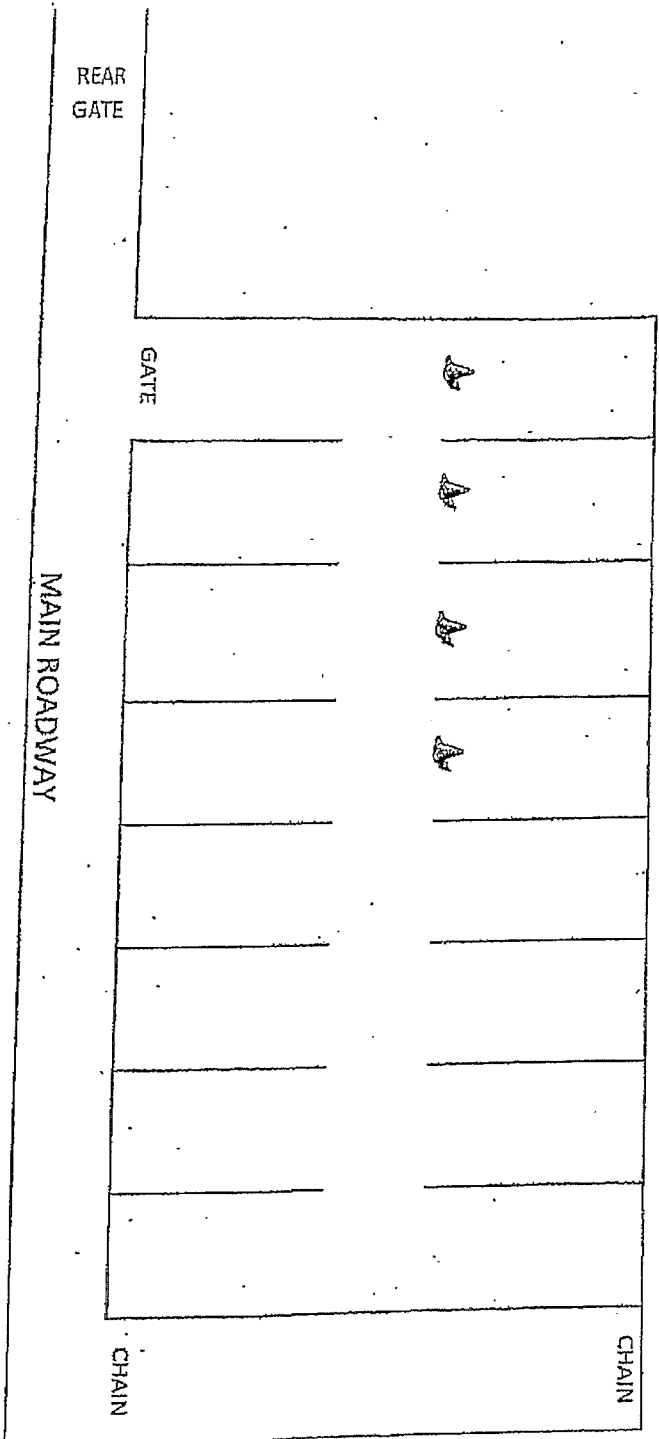
**DO NOT REMOVE THE CONES FOR ANY REASON.**

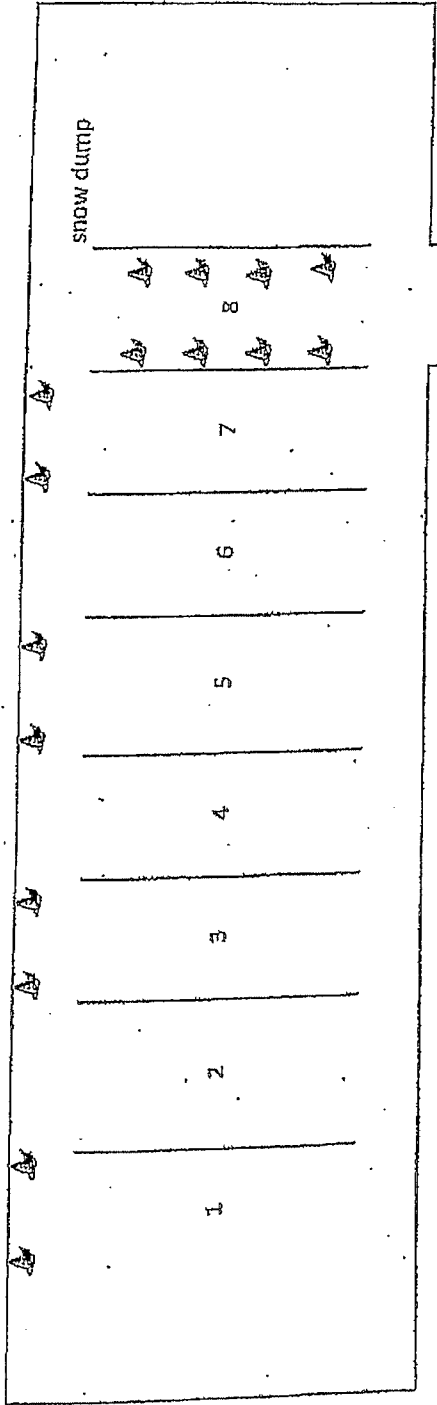
**DO NOT PARK IN THE CONED OFF AREAS.**

**IF YOU WILL BE AWAY FOR ANY LENGTH OF TIME, AND PLAN TO LEAVE YOUR VEHICLE IN THE PARKING LOT, PLEASE LEAVE YOUR CAR KEYS AT THE FRONT DESK FOR "VEHICLE RE-LOCATION" DURING THE WINTER MONTHS.**

# 7 SLADE

GUEST PARKING LOT





REAR OF BUILDING

rear Gate

snow dump

1

2

3

4

5

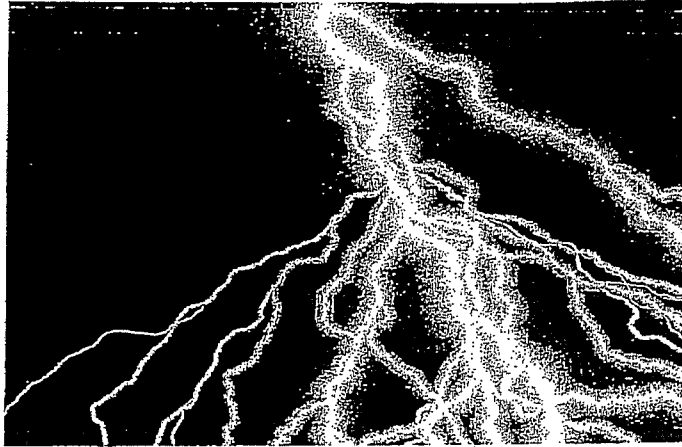
6

7

8

# BGE PEAK HOURS

Please note the lowest electrical usage hours are the most cost effective for the Condominium.



## SUMMER HOURS

(June 1 through September 30)

HIGH TIMES - 10 AM TO 8 PM

MID TIMES - 8 PM TO 11 PM

LOW TIMES - 11 PM TO 7 AM

LOWEST TIMES - 7 AM TO 10 AM

## WINTER HOURS

(October 1 through May 31)

HIGH TIMES - 7 AM TO 11 AM

MID TIMES - 11 AM TO 5 PM

LOW TIMES - 5 PM TO 9 PM

LOWEST TIMES - 9 PM TO 7 AM

# UNIT BLASTERS

Unit Blasters are part of the FIRE ALARM SYSTEM for 7 Slade Condominium that plug into the wall and are only effective with the fire alarm system at 7 Slade.

When you purchase a unit, you should check to see if the blaster is in the unit.

**DO NOT REMOVE**  
**FROM 7 SLADE CONDOMINIUM**  
**THE UNIT BLASTERS ARE**  
**THE PROPERTY OF 7 SLADE**

**The replacement cost of each currently is \$106.00 and is subject to change.**

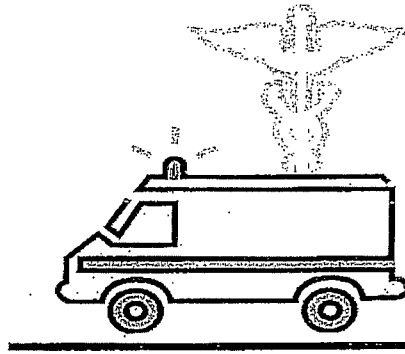
**\*\* The following page has a picture of the FIRE ALARM BLASTER\*\***





**EACH UNIT OWNER MUST LEAVE A KEY  
AT THE FRONT DESK.  
YOUR KEY WILL BE USED  
FOR EMERGENCIES ONLY.  
OUR SECURE KEY BOX  
WILL KEEP YOUR  
KEY SAFE AND PROTECTED.  
ACCESS TO THE KEY BOX IS LIMITED.  
THE KEY TO YOUR HOME  
WILL BE PROTECTED  
FROM ALL OUTSIDE SOURCES.**

# 7 SLADE RESIDENTS



Please be advised that the service elevator, between the hours of midnight and 7:00 AM, is reserved for the exclusive use of Emergency Personnel responding to a medical emergency in the building.

Between the hours of 7:00 AM and midnight, emergency medical personnel responding to a medical emergency in the building have priority use of the service elevator. If the service elevator is sitting at any floor between 2 and 8 with the door open, please do not use it as it must be available to take the ill or injured resident down to the ambulance without any delay. Thank you for your cooperation.

## **\*\*ATTENTION 7 SLADE RESIDENTS\*\***



The 7 Slade website is up and running! To register for site access, send an email to [webmaster@7slade.info](mailto:webmaster@7slade.info). During your next internet browsing session; please take a look around at web address: [www.7slade.info](http://www.7slade.info).

No more searching through your files for the most recent resident directory. No more wondering if your copy of the House Rules is up-to-date. Want to know what was discussed and voted on at the last board meeting, or check the welcome list for new residents? Now you can look it up on our website! We hope you enjoy taking advantage of this new amenity. Though it may initially seem complicated, getting comfortable with the new site will provide you the opportunity to effortlessly remain connected to the 7 Slade Community.

With all of the instances of "hacking" in the news, we know what you're thinking -- How safe is this website? Will random internet users be able to access my personal information? Unless authorization is granted, web users cannot access any sensitive information within our website. To gain access, you must register with an email address. Registration is not complete until applicants are verified and confirmed as 7 Slade Residents. Our method utilizes the same Google Drive / Google Apps technology trusted by government agencies, universities, and Fortune 500 companies.

In accordance with past concerns of the community, the resident web directory will contain only one landline phone number per resident. If you have any further questions or prefer to have your information withheld from the website, please notify Brodie Management at 410-571-1400 or send an email message to [webmaster@7slade.info](mailto:webmaster@7slade.info).

# RECYCLING ALERT TO ALL RESIDENTS

Recycling helps everyone as long as it is done correctly! Please be vigilant with the items you are throwing away. These apply to residents, your guests and your caregivers. Please share this information with them.

If you have large recyclables, please take them to the large bins on the lower levels.

## Acceptable Items

- **Glass:** Clear, brown, green, yellow or blue drinking, food and beverage bottles. If it didn't have food or beverage in it, it cannot be recycled. Don't take the labels off, but please remove the lid. Rinse out the container and recycle in the commingle bins.
- **Cans:** Clean aluminum, tin, and steel food and beverage cans as well as empty aerosol cans can be recycled in the commingle bins. Crush them if possible. Do not remove the labels.
- **Plastic:** Clean wide-mouth plastic containers for such as butter, yogurt, and cottage cheese, plastic cups and water bottles can be recycled. All plastic food containers and bottles with recycle numbers 1 thru 7 (you can find the recycle number on the bottom of all recyclable items) can be recycled in the commingle bins. Please rinse out and flatten if possible.
- **Paper:** All dry and stacked newspaper including the inserts, magazines and "slick" printed material, sales, mail order catalogs and other high quality printed catalogs. Junk mail, school papers, paperback and hardback books, and telephone books. Cardboard boxes (flattened), milk and juice cartons, paper bags and clean ice cream containers can be recycled.

## Unacceptable Items

- **DO NOT RECYCLE:** Plate glass, light bulbs, mirrors, dishes, pottery, ceramics, or other non-food containers. Plastic toys, dolls, plastic wrap, large buckets, pots, pans, pails, facial tissues (Kleenex), napkins, paper towels, **Styrofoam**, candy bar/food wrappers, **pizza boxes** and bubble wrap. **NO PLASTIC BAGS** (Plastic grocery bags can be returned to the store for recycling). **Adult diapers CANNOT be recycled.**





## UNIT OWNER REPAIRS

Unit Owners are requesting Condominium employees to assist them with personal maintenance requests during the daytime when they are working for the Condominium. This is presenting an issue in the fact that it is a direct violation of Rule #21 which states:

“No Resident or Unit owner or occupant of the building shall ask or employ any employee of the Condominium to perform any non-Condominium service during the employee’s working hours. This may result in disciplinary action against the employee that performs the work for any owner.”

We do realize that there are requests made that are valid such as changing light bulbs, changing smoke detector batteries, etc. that need attention.

We have instituted a new policy that for minor Condominium requests such as those indicated above, the procedure will be to contact the front desk, who will create a maintenance ticket and provide that ticket to the Maintenance Assistant Supervisor once per day. There will be one hour allotted daily, between 1-2 pm, for these requests to be handled. There will be no exception to this policy. This will be the only time allotted on a daily basis for our employees to complete minor work requests that are Condominium related.

If you wish to hire any one of the employees for personal maintenance work, you may do so after hours or on weekends.

We encourage all residents to adhere to the above policy to be fair not only to the building employees who have specific work responsibilities but to other residents who choose not to use the employees for their maintenance requests.

If you have any questions concerning the above, please feel free to contact Management at 410.571.1400.

# 7 SLADE EMERGENCY INFORMATION FORM

Please fill out all information below and return to front desk.

Unit: \_\_\_\_\_

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell/Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Vehicle: \_\_\_\_\_  
                    Make/ Model                      License #                      VIN #

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell/Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Vehicle: \_\_\_\_\_  
                    Make/ Model                      License #                      VIN #

## EMERGENCY CONTACT INFORMATION

Please provide us with two (2) names and numbers that we may contact on your behalf in case of emergency:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone No.:(h) \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone No.:(h) \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

**7 SLADE**  
**KEY FOB APPLICATION**

**OWNERS:**

Please complete the form below to obtain key fob for your unit.

This application **must** be signed by the unit owner(s).

Please note: There is a \$50 fee for replacement of lost, misplaced or non-returned key fobs.

**OWNER INFORMATION**

**Key Fob 1**

OWNER NAME: \_\_\_\_\_

UNIT NUMBER: \_\_\_\_\_

PHONE (home): \_\_\_\_\_ PHONE (cell): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Key Fob 2**

OWNER NAME: \_\_\_\_\_

UNIT NUMBER: \_\_\_\_\_

PHONE (home): \_\_\_\_\_ PHONE (cell): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



For Office Use Only-

*Once Application is received, please send to Brodie Management, Inc. for review  
PRIOR to Key Fob issuance.*

Application Received: \_\_\_\_\_

Date Sent to Brodie for Review: \_\_\_\_\_

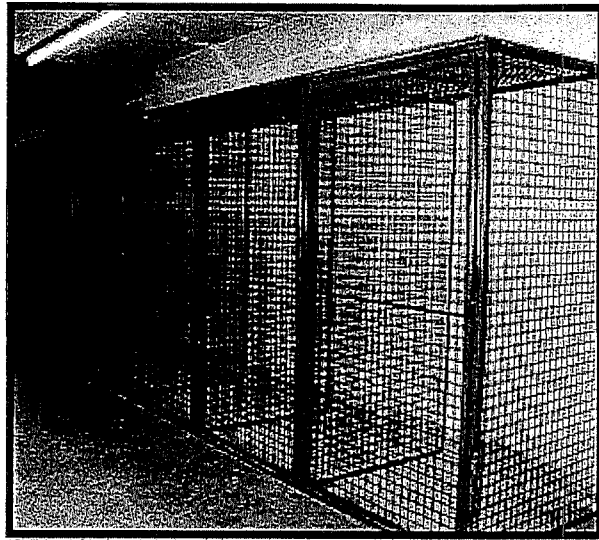
Delinquent: Yes / No

Date Assigned: \_\_\_\_\_

Key Fob 1 #: \_\_\_\_\_

Key Fob 2 #: \_\_\_\_\_

# Storage Locker Assignments



**Prior to placing any items in any storage unit, please see the front desk to be assigned a locker for your unit.**