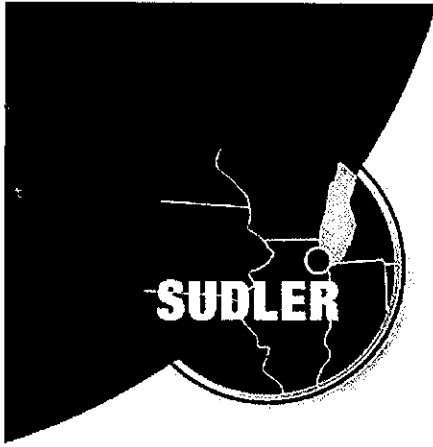


Sales Package
(153) Prairie District Homes Tower Residences

PRAIRIE
DISTRICT
HOMES

at Central Station



SALES PACKAGE

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

This "Sales Package" [SP] provides the information and forms required from the Seller and the Buyer for this transaction. For any questions about the Sales Package or about the process of assembling and providing SP items for the Association, please check with property management [contact information above].

If this transaction is an initial sale or a resale, please see pages three and beyond in this Sales Package.	If this transaction is a refinance or a non-resale transfer of title, please start with page two.
--	---

In addition to the Sales Package, the following are also available on the web via sudlerchicago.com/paperwork:

- Condo Questionnaire (aka Homeowner Questionnaire or Lender Questionnaire);
- Section 22.1 Disclosure Statement (Seller's disclosure requirements under Illinois law);
- Paid Assessment Letter [PAL] (showing account status, water billing info, and waiver of Right of First Refusal, if applicable);
- Declaration and ByLaws, Rules and Regulations, Annual Budget, Audited Financials, Articles of Incorporation, and whatever other documents are available for this Association.

Each of the above is generally available to be downloaded from the vendor website within three business days of ordering except for the Paid Assessment Letter.

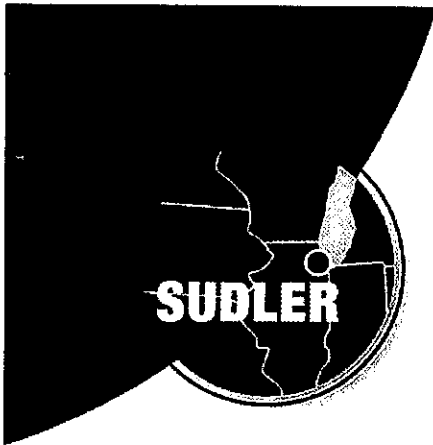
Generally a PAL is available within three business days after purchase, after all Sales Package requirements have been satisfied and, if applicable, after the Right of First Refusal has been waived. 22.1 Disclosure Statements are hand-released by Sudler and will be available within three business days after purchase.

For best results, the PAL should be ordered at least two weeks in advance of when it will be needed (including possibly for City of Chicago water certification purposes), and the forms and the upfront fees, if any, should also be provided to the Property Manager sufficiently in advance.

When a completed Paid Assessment Letter is ready on the website, an email is sent to the person who placed the order. That email will encourage the Requestor to log back into HomeWiseDocs to retrieve the PAL.

For assistance with the vendor website, please contact Customer Service (between 8:00 am and 7:00 pm, Chicago time, weekdays except for holidays) by clicking the Online Chat button in the upper right-hand corner of the website or by phoning 866-925-5004.

If an update or revision to a Paid Assessment Letter is required, there may be a fee for this service.



Non-sale Transactions

[For a RESALE Transaction, please skip to page three.]

Prairie District Homes Tower Residences

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E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

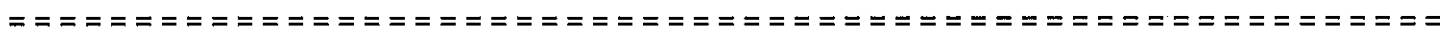
➤ REFINANCE WITH NO TRANSFER OF TITLE

[Please contact property management (above) for instructions concerning this Sales Package.]

I am [We are] refinancing unit(s) _____, **with no transfer of title**, to close on approximately

[date] _____. I understand that the Paid Assessment Letter [PAL] will show only payments on the account prior to the date of the PAL [please see page six] and that there is an extra charge for an updated PAL. I also understand that a Lender Questionnaire and other Association documents may be obtained on the web via sudlerchicago.com/paperwork

Owner(s), please sign and date: _____



➤ TRANSFER OF TITLE, WITH OR WITHOUT REFINANCE

[Please contact property management (above) for instructions concerning this Sales Package.]

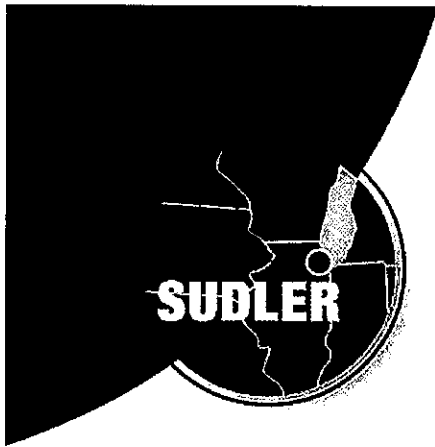
I am [We are] arranging to transfer title for unit(s) _____, with or without a concurrent refinancing. Title is currently held in the name of

and after the transfer, the title will be in the name of

to close on approximately [date] _____. I understand that the Paid Assessment Letter [PAL] will show only payments on the account prior to the date of the PAL [please see page six] and that there is an extra charge for an updated PAL. I also understand that a Lender Questionnaire and other Association documents may be obtained via sudlerchicago.com/paperwork

Owner(s), please sign and date: _____

Please contact the Property Manager [above] with any questions about this transaction -- including Right of First Refusal or Special Assessment Payoff components, if any.



Resale Checklist

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

Please contact the Property Manager [above] with any questions about the Resale Checklist requirements or, if applicable at this property, about Right of First Refusal.

FORMS TO BE PROVIDED directly to the Property Manager [above]:

- > Sudler Transactions Notice of Intent and all other forms herein
- > Complete and final sales contract, signed by Seller and Buyer

ASSOCIATION FEES TO BE PROVIDED IN ADVANCE and payable to the Association:

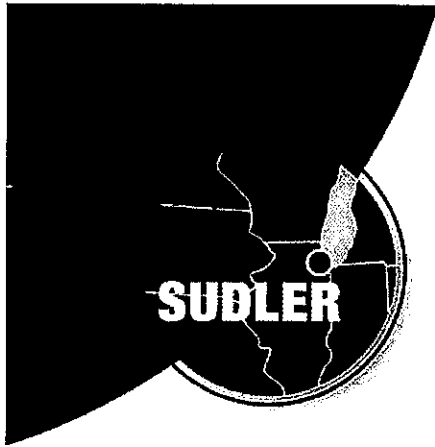
- > \$250 Move In Fee (Buyer)
- > \$250 Move Out Fee (Seller)
- > \$300 Move Deposit (Buyer)
- > \$300 Move Deposit (Seller)

[Please note that payments provided in advance by credit card or check via the vendor website are processing fees paid to Sudler Property Management and to HomeWiseDocs.]

ASSOCIATION FEES TO BE PAID AT CLOSING and passed along to the Association by the title company:

[no Association fees collected at closing]

Note: Security Deposit is "refundable" to the extent that the deposit is returned after subsequent inspection has determined that no damage has taken place during the move. The cost of any damage may be deducted from the deposit, however, and further billing or legal action may take place if the cost of damage exceeds the amount of the deposit.



Sudler Transactions

Notice of Intent / Seller

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

For the sale of Unit # _____

Parking space # _____

Seller (current Unit Owner) and prospective Buyer indicate intent to sell / purchase as shown above, attest to having read and understood all Sales Checklist requirements, warrant that all information set forth in all submitted forms is complete and correct, and authorize independent verification of all statements. Each party acknowledges that any required payments and Association fees, as may be shown on the Paid Assessment Letter, are due and payable at closing; each party acknowledges that, if not paid at that time, all payments on this account and any fees pertaining to this transaction will become the responsibility of the Buyer (new Unit Owner) upon transfer of title. Buyer acknowledges that the identity and mailing address of any mortgage holder must by law be disclosed to the Board of Managers of the Association within fifteen days. Buyer accepts the responsibility of providing a copy of the closing documents, via title company or directly, to the Property Manager promptly after closing; Seller and Buyer understand that failure to provide sufficient information to document transfer of title may result in the transfer of ownership and billing information within the records of the Association not taking place in a timely manner. Seller acknowledges that any payment that has not cleared as of the processing of the Paid Assessment Letter will be shown as being due at closing and payable at that time. Buyer acknowledges the responsibility of obtaining any subsequent billing statement, which is available upon request from the Property Manager approximately one week prior to its first-of-the-month due date, so as to keep the account current and to avoid any late fees that may otherwise be charged.

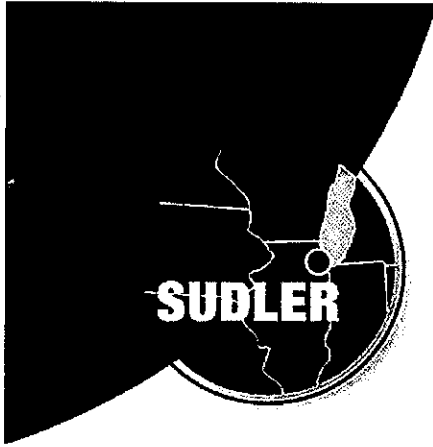
Buyer is hereby notified of the following portion of Section 9(g)(4) of the Illinois Condominium Property Act: "The purchaser of a condominium unit at a judicial foreclosure sale, other than a mortgagee, who takes possession of a condominium unit pursuant to a court order or a purchaser who acquires title from a mortgagee shall have the duty to pay the proportionate share, if any, of the common expenses for the unit which would have become due in the absence of any assessment acceleration during the 6 months immediately preceding institution of an action to enforce the collection of assessments, and which remain unpaid by the owner during whose possession the assessments accrued." For further information, any Buyer to whom this provision applies (or agent or attorney on behalf of Buyer) is advised to contact the Property Manager.

Please print Seller name(s):

Seller(s), please sign:

Today's date: _____

Expected closing date: _____



Sudler Transactions

Notice of Intent /Buyer

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

For the purchase of Unit # _____ Parking space # _____

Seller (current Unit Owner) and prospective Buyer indicate intent to sell / purchase as shown above, attest to having read and understood all Sales Checklist requirements, warrant that all information set forth in all submitted forms is complete and correct, and authorize independent verification of all statements. Each party acknowledges that any required payments and Association fees, as may be shown on the Paid Assessment Letter, are due and payable at closing; each party acknowledges that, if not paid at that time, all payments on this account and any fees pertaining to this transaction will become the responsibility of the Buyer (new Unit Owner) upon transfer of title. Buyer acknowledges that the identity and mailing address of any mortgage holder must by law be disclosed to the Board of Managers of the Association within fifteen days. Buyer accepts the responsibility of providing a copy of the closing documents, via title company or directly, to the Property Manager promptly after closing; Seller and Buyer understand that failure to provide sufficient information to document transfer of title may result in the transfer of ownership and billing information within the records of the Association not taking place in a timely manner. Seller acknowledges that any payment that has not cleared as of the processing of the Paid Assessment Letter will be shown as being due at closing and payable at that time. Buyer acknowledges the responsibility of obtaining any subsequent billing statement, which is available upon request from the Property Manager approximately one week prior to its first-of-the-month due date, so as to keep the account current and to avoid any late fees that may otherwise be charged.

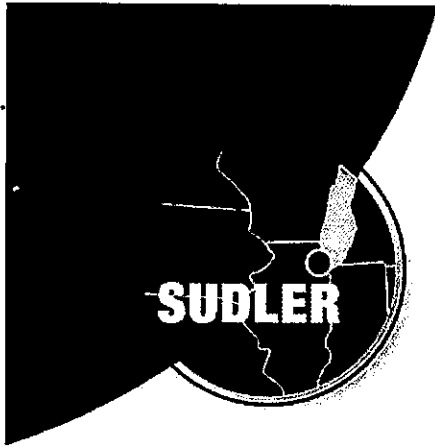
Buyer is hereby notified of the following portion of Section 9(g)(4) of the Illinois Condominium Property Act: "The purchaser of a condominium unit at a judicial foreclosure sale, other than a mortgagee, who takes possession of a condominium unit pursuant to a court order or a purchaser who acquires title from a mortgagee shall have the duty to pay the proportionate share, if any, of the common expenses for the unit which would have become due in the absence of any assessment acceleration during the 6 months immediately preceding institution of an action to enforce the collection of assessments, and which remain unpaid by the owner during whose possession the assessments accrued." For further information, any Buyer to whom this provision applies (or agent or attorney on behalf of Buyer) is advised to contact the Property Manager.

Please print Buyer name(s):

Buyer(s), please sign:

Today's date: _____

Expected closing date: _____



Seller Information

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

INSTRUCTIONS FOR SELLER RE: FINAL PAYMENT OF ASSESSMENTS AND OTHER CHARGES:

A Paid Assessment Letter (PAL) shows payments received and credited as of when the PAL is written. There is no requirement for a PAL to show a zero balance on the account.

Payment by mail may take several days to clear the lockbox system and be credited to the account. Payment through the Sudler No-check Automatic Payment Plan (SNAPP) typically is processed on or about the fifth of the month and credited to the account within a couple of business days thereafter. Payment online may similarly take several days to clear the third-party vendor and be credited to the account. (Please note Seller's responsibility to request removal in advance from SNAPP or from online Auto-pay so as to avoid withdrawal of funds during the month of the closing and beyond.)

It is best that payment of the final month's billed charges be provided either

- at least three weeks in advance of when the PAL is requested, or else
- as part of the closing process -- usually the better alternative because the title company check can be processed seamlessly into the unit account after the closing.

Any payment -- by mail, online, or automatic withdrawal -- not credited to the account will not be reflected on the Paid Assessment Letter. Any subsequent overpayment may be refunded upon request; it is the responsibility of the Seller to provide a forwarding address below for any such refund.

New contact information for Seller, effective [date] _____

Print name(s): _____

Street address: _____

City, state, zip: _____

Phone number(s): _____

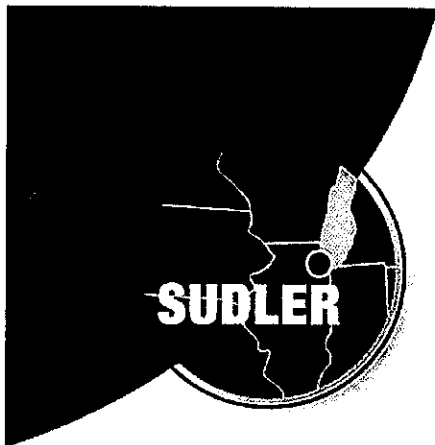
Email address(es): _____

Seller understands that any payment, if not provided at least three weeks before a PAL is requested, will be made as part of the closing process. Seller also understands that a request for a revised or updated Paid Assessment Letter -- whether due to a subsequent payment, a delayed closing, or any other reason -- will result in an extra charge.

Seller(s), please sign:

Today's date: _____

Expected closing date: _____



Buyer Information

Prairie District Homes Tower Residences

1717 South Prairie Ave. Chicago, IL 60616

P:312-765-0960 F:312-765-7570

E: mgr1717@sudlerchicago.com

Sudler Property ID# 153

For the purchase of Unit # _____

Parking space # _____

Please print Buyer name(s):

Previous address:

City, state, zip:

Phone number(s):

Email address(es):

In emergency, please contact:

_____ [Name and phone number of an emergency-contact person who lives elsewhere]

Please check one:

- Will be occupying the unit after closing and want all billing statements sent to the unit address.
- Will be occupying the unit after closing but want all billing statements sent to the address below.
- Will not be occupying the unit after closing and want all billing statements sent to the address below.

Billing address (if not to the unit):

City, state, zip:

In compliance with Section 22.1(c) of the Illinois Condominium Property Act:

Identity of mortgage lender:

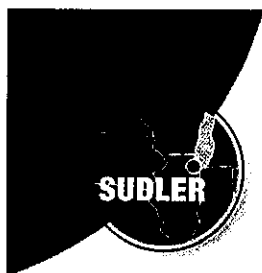
Address of mortgage lender:

City, state, zip:

Buyer(s), please sign:

[For questions, please contact the Property Manager.]

SUDLER PROPERTY MANAGEMENT



Come Home To Excellence

John Hancock Center
875 N. Michigan Ave., Ste. 3980
Chicago, IL 60611
T 312.751.0900 F 312.751.1730
sudlerchicago.com

Presenting...

SNAPP - Sudler's No-check Automatic Payment Plan

Paying your monthly association charges can be as easy as snapping your fingers with SNAPP -- Sudler's No-check Automatic Payment Plan.

With this convenient service, the amount due on your assessment statement is automatically deducted from your checking account. No longer will you worry about late fees, writing a check, finding a stamp, or paying on time if you are away from home. You can also view your account info online and know when your SNAPP deduction was made.

SNAPP features:

- ♦ There is no fee for the program.
- ♦ The amount due will be deducted from your bank account on or about the 5th of each month.
- ♦ The deductions will appear on your monthly bank statements; providing you with proof of payment.
- ♦ Through the website SudlerPropertyManagement.com, you can sign up for Sudler@Home [* see below] to view your charges and account history and also to be emailed a paperless notification when your payment is posted.
- ♦ Because you can view your account information online, you have the option of not receiving paper statements.

Signing up for SNAPP is easy. Simply complete the authorization form on the other side of this sheet and return it along with a voided check (or check copy) for the bank account you want to use. This check provides bank codes and an account number from which the payment will be deducted; without it, your authorization cannot be processed.

The completed authorization form and voided check are either given to your onsite property manager or else mailed to SNAPP c/o Sudler, 875 North Michigan Avenue, Suite 3980, Chicago IL 60611. Please DO NOT mail the form with your assessment payment or other correspondence.

SNAPP for your account will start within 45 days of Sudler's receipt of your completed authorization form and voided check. You may check with your onsite property manager or account supervisor to determine whether your SNAPP registration has been processed. Until it has, your enrollment has not started and you should continue to pay by check.

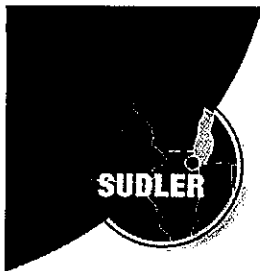
Utilizing SNAPP is solely up to you. You may stop SNAPP by providing written cancellation a month in advance. If you are selling your home, SNAPP will be cancelled in advance and your final month's charges will be due at closing.

If you have a question concerning SNAPP, please contact your onsite property manager or account supervisor.

* How to register for Sudler@Home:

1. Locate the 11-digit Sudler id number in the upper right-hand corner of your monthly statement.
2. Go to SudlerPropertyManagement.com. Click the "Sudler@Home" button or choose "Resident Login" on the Home menu.
3. Choose "Owner Registration" on the top menu. Fill in the blanks with your Sudler id number and other information.
4. You will receive an email notification that your Sudler@Home account has been set up.
5. For any questions about this process, please click "Contact Us" (upper right-hand corner on the home page) to ask.

SUDLER PROPERTY MANAGEMENT



Come Home To Excellence

John Hancock Center
875 N. Michigan Ave., Ste. 3980
Chicago, IL 60611
T 312.751.0900 F 312.751.1730
sudlerchicago.com

AUTHORIZATION FOR SNAPP – SUDLER’S NO-CHECK AUTOMATIC PAYMENT PLAN

The undersigned authorizes Sudler and the financial institution designated below, as agents, to initiate debit entries for payment of my assessments and related charges on or about the 5th day of each month. **PLEASE PRINT LEGIBLY:**

Bank Name: _____

Bank Account Number: _____

Bank Address, City, State, ZIP: _____

This authorization remains in effect until Sudler receives, at least one month in advance, written notification of my termination from SNAPP; or upon notice of my intention to sell my home, SNAPP will be automatically cancelled by Sudler, and the final amount due will be paid by me at the closing. I understand that signing up for SNAPP will give me the option not to be sent a paper copy of my monthly statement and that I may instead register to view my account information online through the Sudler@Home portion of the SudlerChicago.com website.

Unit Owner Name: _____

Association Name: _____

Association Address: _____, Chicago IL 606 _____

Unit Number: _____ Home Phone: (____) _____

Work Phone: (____) _____ Cell Phone: (____) _____

Email Address: _____ @ _____

Address where you receive your monthly billing: _____

City, State, Zip: _____

I want to “go paperless”. I understand the option of viewing my account information online at Sudler@Home. I am ready to stop receiving paper billing statements.

Unit Owner’s Signature: _____ Today’s Date: _____

Give this completed form to your onsite property manager or else mail it to SNAPP c/o Sudler, 875 North Michigan Avenue, Suite 3980, Chicago IL 60611. Please DO NOT mail the form with your assessment payment.

Note: Enrollment in SNAPP may be denied or cancelled, based on payment history.



**PLEASE ATTACH A VOIDED
CHECK OR CHECK COPY
FOR THE ACCOUNT LISTED**



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

UNIT INFORMATION CHANGE FORM

Unit changes will not be recognized at Prairie District Homes Tower Residences unless a Unit Change Form is completed and submitted to the management office. Submit the Unit Change form if you are moving into Prairie District Homes as a new owner, a new renter, an additional resident moving in with an existing resident, or an owner who wishes to inform us of an address change for assessment statements and correspondence. Closing documents must accompany ownership changes, and a lease must accompany rental changes.

Please Check One:

- Owner Change
- Address Change
- Renter Change
- Additional Resident in Unit
- Vehicle Information Change

Anticipated Date of Change: _____

UNIT #: _____ PK SPACE(S)#: _____

Current OR Previous Owner

Last Name _____ First Name _____

Work Phone _____ Cell Phone _____

New Home Phone: _____ Email _____

OWNERS' FORWARDING ADDRESS: _____

CIRCLE ONE: New Owner 1 New Renter 1 Additional Resident 1

Last Name _____ First Name _____

Work Phone _____ Cell Phone _____

New Home Phone: _____ Email _____

CIRCLE ONE: New Owner 2 New Renter 2 Additional Resident 2

Last Name _____ First Name _____

Work Phone _____ Cell Phone _____

New Home Phone _____ Email _____



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

PARKING GARAGE INFORMATION:

PARKING SPACE #1: _____ Decal/Sticker #1: _____	
Automobile Make/Model: _____	
Automobile Color/Year: _____	
License Plate #: _____	State: _____

PARKING SPACE #2: _____ Decal/Sticker #2: _____	
Automobile Make/Model: _____	
Automobile Color/Year: _____	
License Plate #: _____	State: _____

Will any person(s) under the age of 18 live in the unit? Yes No

If yes, please provide:

Name	Date of Birth

Person to Contact in Case of an Emergency

Name _____ Phone _____

Do you have a handicap that would require assistance in case of an Emergency in the building?

Yes No

Do you have a pet? Yes No

If yes, you must register your pet using the Pet Registration Form.

"I, as the new Owner/Renter, have read and agree to be bound to the Declaration and the Rules and Regulations of the Prairie District Homes Tower Residences Condominium Association. I also certify that the facts contained in this application are true and complete."

Signature _____ Date _____

Signature _____ Date _____



PRAIRIE DISTRICT HOMES TOWER
SALES PACKET

PROOF OF RECEIPT OF SALES PACKET/AGREEMENT

I am the owner/representative _____ of Unit _____.
This is to acknowledge I have received, read, understand, and agree to comply with the Sales Packet and Procedures for the Prairie District Homes Tower Residences Condominium Association set forth in the Sales Packet.

Sign _____ Date _____

Print _____ Date _____

Sign _____ Date _____

Print _____ Date _____

The undersigned occupant(s) of Unit _____ of the Prairie District Homes Tower Residences Condominium Association agrees that they are in receipt of, have reviewed, understand and agree to abide by the Condominium Instruments including the Declaration and By-Laws of the Association and the Rules and Regulations established by the Association. Furthermore, should any amendment to such Condominium Instruments take effect at any time during my occupancy, I hereby acknowledge my responsibility to abide by the policies contained therein.

Sign _____ Date _____

Print _____ Date _____

Sign _____ Date _____

Print _____ Date _____



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

RULES AND REGULATIONS ACKNOWLEDGEMENT FORM

I have received a copy of the Association's Rules and Regulations and agree to abide by all policies as set forth by the Board of Directors and Management while residing at Prairie District Homes Tower Residences. Furthermore, I understand that these rules apply to all persons living at Prairie District Homes, 1717 S. Prairie, Chicago, Illinois, including unit owners (both resident and non-resident) guests and tenants.

Please Check One:

- Owner(s)
- Renter(s)
- Additional Resident(s) in Unit

"I, _____ as the new Owner/Renter/Resident, have read and agree to be bound to the Declaration and the Rules and Regulations of the Prairie District Homes Tower Residences Condominium Association. I also certify that the facts contained in all submitted documents are true and complete."

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

FITNESS ROOM WAIVER RELEASE AND INDEMNIFICATION AGREEMENT

In consideration for the permission extended to me by Prairie District Homes Tower Residences Condominium Association, I _____ do hereby fully and forever waive, release and discharge The Prairie District Homes Tower Residences Condominium Association ("Association"), its Directors, employees, agents and managing agent, and their respective successors and assigns, from any and all claims in any way resulting from personal injuries or other claims, demands, damages, and causes of action of whatsoever nature which I or my successors and assigns ever may have against any of them on account of, by reason of, or arising from the participation in athletic activities and the use of the exercise room of the Association. I further agree to hold the Association, its Board of Directors, employees, agents, and managing agent, harmless from any and all claims which may be brought by anyone on my behalf or by my guest or invitees, arising from the use of the exercise room or participation in any athletic/recreational activities on Association property.

DATE: _____

UNIT: _____

NAME: _____ SIGNATURE: _____
(PLEASE PRINT)

NAME: _____ SIGNATURE: _____
(PLEASE PRINT)



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

RECEIVING ROOM & DOCK RULES

DELIVERIES:

All large quantity deliveries and large item deliveries must be scheduled with the Management Office at least 48 hours in advance. Deliveries can only be received through the loading dock. These deliveries are *never* allowed through the lobby.

When you schedule a delivery with the Management Office, you'll need to provide us with the following:

- 1) Time of the delivery
- 2) Description of what is being delivered
- 3) What company is delivering your item
- 4) Phone number to reach you at when your delivery has arrived

*Note: you must be at home during the time of your delivery. The receiving room is not large enough to accept any large deliveries.

MOVES:

There are two time slots available each day from Monday-Saturday for Move-Ins and Move-Outs. To schedule a move, a resident must remit 2 checks (see below) made payable to Prairie District Homes Tower. The freight elevator cannot be booked until we receive the checks.

The following are the two time slots available each day from Monday-Saturday for Move-Ins and Move-Outs:

Weekdays & Saturday (Mon-Sat.)
9 AM- 1 PM
2 PM- 6 PM

*Note: Any moves that go past 6pm (or past the scheduled move time) are subject to fine(s). Sundays and Holidays are NOT permitted. **Freight Elevator Dimensions are: 90" H x 51" D x 80" W.**

Move Fees:

\$250.00 elevator use fee
\$300.00 elevator deposit

*Note: Our staff will inspect the areas of the move before the move takes place, and shortly after the move the takes place. The security deposit check will be voided if there is no damage to the common areas during the move.

DELIVERIES & MOVES:

When your truck arrives, please notify the front desk in the lobby at 1717 S. Prairie Ave. They can give you access to the loading dock and freight elevator.

CERTIFICATE OF INSURANCE (COI):

A certificate of insurance from the moving company **MUST** be submitted to the Management Office prior to the date of the scheduled move. It is the responsibility of the resident to ensure that the moving company/group provides the Management Office with a COI. A move will not be allowed to take place without a COI on file. The COI must name the Prairie District Homes Tower Residences Condominium Association as an additional insured and indemnify and hold harmless the Association and Sudler Property Management.



**PRAIRIE DISTRICT HOMES
TOWER RESIDENCES CONDOMINIUM ASSOCIATION**

MOVE IN/OUT RULES

Resident/Unit Owners moving in or out of Prairie District Homes Tower Residences Condominium Association will be allowed to do so only with prior communication with building management. **All moves must be scheduled with the Management Office.**

- To schedule your move, please contact the Property Manager at 312.765.0960 or mgr1717@sudlerchicago.com
- The loading dock and freight elevator are available Monday through Saturday, from either 9AM to 1PM or 2PM to 6PM, with exception to Sundays and major Holidays.
- **A \$250 moving fee and a \$300 refundable security deposit** shall be required for all moves into or out of the building. A check, made payable to "Prairie District Homes" must be submitted to the Management Office prior to the move. Moves that are in progress after 6:00pm will result in a fine of \$50.00 per hour until the move is complete. Immediately prior to and immediately following the move, a building representative and the resident will conduct an inspection of the premises to ascertain condition of common areas. In the event no damage has been done to any common elements, the deposit will be refunded to the resident moving.
- All moving and deliveries shall be conducted through the loading dock and take place on the designated freight elevator. No moving of any kind will be permitted through the lobby or take place on the passenger elevators.
- A **Certificate of Insurance** from the moving company MUST be submitted to the Management Office prior to the date of the scheduled move. It is the responsibility of the resident to ensure that the moving company/group provides the Management Office with a Certificate of Insurance. A move will not be allowed to take place without a Certificate of Insurance on file. The Certificate of Insurance must name the Prairie District Homes Tower Residences Condominium Association as an additional insured and indemnify and hold harmless the Association and Sudler Property Management.
- The freight elevator dimensions are: 90"H x 51"D x 80" W
- The loading dock dimensions are: 14'H x 25'D x 12'W

I have read and agree to abide the Move In/Move Out Rules:

Signature of Owner/Host _____ **Date** _____



PRAIRIE DISTRICT HOMES TOWER
SALES PACKET

PET REGISTRATION

Resident Name: _____

Unit Number: _____

Home Phone: _____ Business or Cell Phone: _____

Type of Pet: _____ Dog _____ Cat

Pet Name: _____

Breed: _____ Color: _____

Weight: _____ Age/D.O.B.: _____

The annual fee for dogs is \$100 (per dog). There is no charge for cats. There is also a one-time \$125/registration fee for new/unregistered dogs.

Please attach a check payable to PRAIRIE DISTRICT HOMES when submitting this form. Also, please include a photograph of your pet and proof of current vaccination.

ACKNOWLEDGMENT (please check applicable box below and return to the Management Office via the Doorman's Station)

 I agree to follow the Rules and Regulations governing pets. I understand that by signing this document, I will be responsible for my pet(s) and those of any of my tenants, family, guests, visitors, or agents on my property.

Resident Signature: _____ Date: _____

I DO NOT have a pet in my unit and if it is later determined that a pet is in my unit, I will be subject to the fines and proceedings outlined in the Rules & Regulations.

Resident Signature: _____ Date: _____



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

MOVE IN CHECK-LIST

- Review and sign Packet Forms.
- Contact Management Office to schedule move date to use freight elevator.
- Submit moving fee and deposit prior to approved date.
- Request Certificate of Insurance from moving company.
- USPS- Notify the USPS Office of change of address. Please be sure to indicate your unit number and zip code (60616).
- Utilities- Please contact the following utility providers for service:
 - Electricity- Com Ed 800-334-7661
 - Internet- HiPoint 312-238-9506 x 2



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

IN-UNIT MAINTENANCE PROGRAM SCHEDULE OF FEES

REQUEST	FEE
Replace CO/Smoke Detector	\$80.00
Replace HVAC Filter	\$30.00
Replace Toilet Seal	\$75.00
Kitchen Sink Rodding	\$75.00
Tub Rodding	\$75.00
Toilet Rodding	\$75.00
Toilet Rebuild	\$125.00
Riser (Water) Shutdown time)	First request- No Charge Second request- \$150 (within 1yr
Rescreen Window	\$75.00
Rescreen Patio Door	\$100.00
Garbage Disposal Repairs	* Based on time/material
Garbage Disposal Replacement	* Based on time/material
Kitchen Faucet Cartridge	\$50.00 (remodeled kitchens are subject to additional costs based on cartridge type)
Dishwasher Repairs	* Based on time/material
Thermostats (installed)	* Based on time/material
Tub Caulking	\$100.00



FEE SCHEDULE

Rental Processing Fee	\$400.00
Lease Renewal Processing fee	\$200.00
Move In Fee	\$250.00
Move Out Fee	\$250.00
Move In/Move Out Security Deposit (refundable)	\$300.00
Staging Unit Fee	\$100.00
Staging Unit Security Deposit (refundable)	\$100.00
Pet Registration (annual)	\$100.00
New Pet Registration Fee (one-time)	\$125.00
Bike Registration (annual)	\$ 40.00
Unit entrance door lock replacement	\$ 100.00
Lock-out fee	\$ 100.00
Replacement of mailbox locks	\$ 35.00
Late Fee for Assessment payments	\$ 100.00
NSF Fee of returned checks	\$ 50.00
Replacement garage door opener	\$ 75.00
Replacement magnetic fob	\$ 25.00
Unsafe storage locker issue	\$ 10.00 per day after notification
Labor Rate	\$ 50.00 for 1 st half hour \$ 25.00 each additional half hour

All fees are approved and amended by the Board from time to time as needed. Should fees change residents will be notified via posting of new fee schedule.



PACKAGE ARRIVAL NOTIFICATION & RESIDENT NOTIFY

Prairie District Homes currently uses the e-Trak system for package arrival notifications and can now access the same database to notify residents of any building issues that need your immediate attention. As part of this system you can choose how to receive notifications that your package has arrived and how to receive resident notifications.

If you are already using Package Track (e-Trak), no set up or change is required unless you would like to choose an alternative method of being notified. Notifications can be sent in one of three (3) ways:

Email, Cell Phone, Voice Message or a combination of any two (2) methods listed.

Should you have any questions, comments or concerns regarding this new system, please do not hesitate to contact the Management Office at 312.765.0960 or mgr1717@sudlerchicago.com.

Name: _____

Unit: _____

Email Address: _____

Cell Phone for Text Messages: _____

Phone for Voice Messages: _____

Package Notification By: [] Email -or- [] Text -or- [] Voice

Resident Notify By: [] Email -or- [] Text -or- [] Voice

The cell phone number must be able to receive text messages. The phone for voice messages must be capable of receiving recorded messages.

Signature: _____

Date: _____



PRAIRIE DISTRICT HOMES TOWER SALES PACKET

IMPORTANT CONTACT INFORMATION

Website	www.1717prairie.com
Management Office	312.765.0960 312.765.7570 fax Mgr1717@sudlerchicago.com
Front Lobby Doorman Station	312.765.0963
Emergency:	
1. Fire	911
2. Police	911
3. Medical/Ambulance	911
In case of any emergency above, please dial 911 immediately. If possible, please notify the doorman immediately after you dial 911 so that they are aware of the emergency.	
Non-Emergency	311
ComEd	800.334.7661
HiPoint (Dish Network/Internet)	312.238.9506 x2 support@hipointinc.com
Downtown Road Service	312.802.9935
Towing Service	At Owner's Discretion
Residential Parking Permits	ZONE 1675
Clerk's Office: 3rd Ward Alderman – Patricia Dowell 50th and State Street	773.373.9273
City of Chicago Pound 400 E. LOWER WACKER DRIVE	312.746.6000

Prairie District Homes- Tower Residences Condominium Association

EMERGENCY QUICK REFERENCE

1st Call 911 2nd Call (312) 765-0963

Building Evacuation Off-Site Gathering Place: Corner of Prairie Avenue and 18th Street

Fire In Your Unit



- Call 911 and then, if possible, the Front Desk (312) 765-0963
- Take door keys. Check door for heat. Leave unit. Close UNLOCKED door behind you.
- If there is smoke stay low to the floor. Notify neighbors if possible & take stairs.
- If smoke/fire blocks hall, put wet towels under all exit doors.
- Use telephone / cell phone for continued communication.

Fire On Your Floor



- Call 911 and then, if possible, the Front Desk (312) 765-0963
- The Fire Department recommends that you stay in your unit unless directed otherwise.
- Keep door closed, and put wet towels under all exit doors.

Medical Emergency



- Call 911.
- Call the Front Desk (312) 765-0963 to tell them help is on the way.
- Building personnel will assist in expediting arrival of medical personnel and may provide basic first aid care.

Bomb Threat



- Listen and take notes if possible. At end of call ask where bomb has been placed.
- DO NOT HANG UP at end of call. This will facilitate tracking call.
- Call 911 and the Front Desk (312) 765-0963 on another line or go to Front Desk (1st fl).
- Call the Management Office at (312) 765-0960 or Sudler (312) 751-0900.

Crime



- If assailant is in the apartment do not confront or block escape.
- Look carefully and prepare to give a complete description of perpetrators.
- Call 911 and the Front Desk (312) 765-0963 as soon as possible. Do not disturb anything.
- Be available to police when they arrive on the scene.
- Call the Management Office at (312) 765-0960 or Sudler (312) 751-0900.

Pipes Flooding



- Call the Front Desk (312) 765-0963 with description and location of flooding.
- Close any "shut-off" valves.

Severe Weather



- Stay away from windows.
- Interior halls and bathrooms are best place for shelter.
- Call the Front Desk (312) 765-0963 if window breaks.

Electrical Outage



- Stay in unit.
- If outage is longer than one hour you will receive information and instructions.
- Call 911 and the Front Desk (312) 765-0963 if emergency requires leaving building.

Elevator Stops



- Press emergency button (telephone symbol).
- Otis Elevator Command Center is alerted and will respond via speaker on panel in elevator. If no response received, Otis will contact the Front Desk.



REALTOR UNIT AUTHORIZATION

When a resident is not home, guests are granted access to the building and unit *only* with written, signed permission from the resident. To do so, the resident must complete, sign and return a Unit Authorization Form to the front desk, or fax the form to the management office. Please be sure to check that you have a key available at the front desk for your guest. The Realtor Unit Authorization form remains in effect until the resident requests that we remove it from the files or the unit is sold.

DATE OF THIS AUTHORIZATION: _____ UNIT: _____

RESIDENT'S NAME: _____

RESIDENCE PHONE: _____

ALTERNATE PHONE: _____

REALTY COMPANY/PHONE: _____

REALTOR NAME(S): _____

CHECK ALL THAT APPLY:

- REALTOR MAY FILL-OUT AUTHORIZATION FORMS ON BEHALF OF OWNER
- UNIT IS VACANT
- UNIT IS OCCUPIED, PLEASE CALL PRIOR TO ENTRY
- REALTOR IS AUTHORIZED TO UTILIZE MY PARKING SPACE

SPACE # _____ Floor _____ Model/Make _____ License _____

CHECK ONE:

- UNIT KEY IS KEPT PERMANENTLY AT FRONT DESK
- UNIT KEY IS BEING DROPPED OFF AT FRONT DESK
- REALTOR WILL HAVE A UNIT KEY FOR ENTRY

PHOTO ID REQUIRED FOR BUILDING ACCESS

I confirm that this is a limited key authorization, which will remain in effect until revoked by me, either in writing, in person, or until the sale of said unit. I hereby hold harmless Prairie District Homes Tower Residences Condominium Association, Prairie District Homes Board of Directors, and Sudler Property Management, Inc., managing agent, pursuant to the distribution of my unit access key to the above named party. In addition, named realtor(s) agrees to abide by the rules and regulations of Prairie District Homes Tower Residences, including the specifications governing "open houses".

Signature of Resident: _____

Signature of Realtor: _____

Signature of Management Staff: _____

Must have management signature for validation
LISTING AGREEMENT ON FILE

VIRTUAL FAX (312) 765-7570



Recycle The Right Way!



"When In Doubt, Throw It Out."

✓ Recycle



Glass Bottles



Steel & Aluminum Cans



Milk & Juice Cartons

#2 Clear Plastic & Milk



Plastic Bottles

#1 Beverage Bottles

#2 Colored Plastic

#3 Household Cleaning supplies



Plastic Buckets

5 Gallon Maximum Size



Plastic Grocery Containers

#4 & #5 Cups, Tubes, and bottles



Paper Products

Newsprint

Cardboard

Junk Mail & Envelopes

Office, Computer, and Notebook Paper

Gift wrap Paper



Plastic #1-5 & 7

Look For The Recycling Number



All Containers must be emptied and washed.

✗ Trash

Light Bulbs



Used Paper Products

Pizza Boxes

Paper Plates

Paper Cups



Plastic Bags



Tissue & Toilet Paper



Ceramics



Clothing



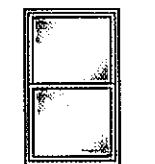
Hazardous Containers



Polystyrene #6



Window Glass



Roy Strom Refuse Removal Service Inc.

Recycling Questions? Visit RoyStrom.com

"We Need Recyclable Recycling For The Future"



Wi-Fi Recommendations

Due to the number of units in the building and the construction materials used, you may have issues getting a strong Wi-Fi connection throughout your unit. To combat this the building has put together a list of recommended Wi-Fi systems.

Why a Wi-Fi system instead of single router?

As popularity of Wi-Fi has grown so has the congestion of the airwaves on which it is carried. Due to this Wi-Fi signals deal with a lot of interference that will hamper the performance and range of your network. Congestion combined with penetrating walls and concrete makes the problem worse. By moving to a Wi-Fi system you will create a mesh network where multiple routers talk to one another to provide faster coverage to more area. This is different than having one high powered router and has proven to be more effective.

The systems also scale depending on how large your unit is and how much interference you have. Most units will have adequate coverage using 2 Wi-Fi units but if you find that to be inadequate you can add more units to expand the coverage.

Wi-Fi systems also dynamically change the transmitting channel to find the least congested channels. Most of today's routers don't have this feature which can contribute to the coverage problem.

Below are three Wi-Fi systems that should help insure you get the best coverage and speed in your unit. All three are very easy to install and set up (most can be configured via an app).

Eero - <https://eero.com>

Google Wifi - <https://madeby.google.com/wifi/>

Linksys – Velop - <http://www.linksys.com/us/velop/>