



**Real Estate Development and Facilities (RED+F)**

**Housing Services** One Park Avenue, 5<sup>th</sup> floor, New York, NY 10016 [housing@nyulangone.org](mailto:housing@nyulangone.org)

**INFORMATION FOR EMPLOYEES & FACULTY: 320 East 22<sup>nd</sup> Street**

Information is subject to change

**Your mailing address:** Your Name, 320 East 22<sup>nd</sup> Street, Apt. #\_\_\_\_, New York, NY 10010

Each apartment in this eight floor elevator building has seasonal heat, window air conditioning units, water, gas, and window blinds or shades. Each apartment kitchen is equipped with a refrigerator, stove (cooker), oven, sink, and dishwasher. Microwave ovens are provided. Bathrooms have a shower, sink, and toilet. Apartments are unfurnished. There are no storage facilities in the building. There is a laundry room.

Tenants using moving companies are required to provide certificates of insurance (COI), emailed in advance of moving in, to [Property.Management@nyulangone.org](mailto:Property.Management@nyulangone.org)

One pet per apartment is permitted, under 50lbs.

Smoking, including e-cigarettes, is not permitted in or around NYU Langone facilities, including its residences.

Please do not send packages, furniture or other deliveries in advance of your arrival because these cannot be accepted or stored.

Please note that keys, mail and package services are provided only to tenants and family members authorized by NYU Langone Housing Services, as reflected on the building roster. Please be prepared to show photo I.D. as requested.

**The building Superintendent** is Sokol Ylli: (347) 723-8390 [Sokol.Ylli@nyulangone.org](mailto:Sokol.Ylli@nyulangone.org) Please contact him in advance regarding scheduling use of the elevator for your move into the building.

Moves are permitted on weekdays only (Monday through Friday, except holidays) from 9am to 5pm.

**Property Management supervises the staff, repairs and maintenance activities in your building.** If you need help that your superintendent can't provide, please contact the Property Supervisors [Alex.Borden@nyulangone.org](mailto:Alex.Borden@nyulangone.org) or [Edward.Berman@nyulangone.org](mailto:Edward.Berman@nyulangone.org)

**If you have questions about your rent payments, rent account, or payroll deduction of rent,** please contact the Finance Operations staff [REDF.finance@nyulangone.org](mailto:REDF.finance@nyulangone.org)

**Utilities:** Heat, hot water, and cooking gas are provided. Occupants pay for their own electricity (one account per apartment), telephone, internet, and cable television.

You must contact Con Edison at 1-800-75-CONED to set up your apartment's account for electricity service to ensure that the service is not discontinued. Con Edison will need the following information: your telephone number; the address of your apartment; your date of occupancy; your Social Security number, Resident alien number, Passport ID number, or state license ID number.

The cable television provider is Spectrum, which can also provide home phone and internet service. [www.spectrum.com](http://www.spectrum.com)  
Home telephone service can also be ordered through Verizon <https://www.verizon.com/home/>

Unloading a vehicle can be challenging due to traffic flow and regulations. NYU Langone does not control parking or standing regulations. We suggest that someone stay with the vehicle at all times.

**Nearby Public Parking Facilities**

Icon Parking: 301 E 22<sup>nd</sup> Street (across the street)