
REQUEST FOR ACCESS

Michael Alfred
Apartment 2O
225 Parkside Avenue
Brooklyn, NY 11226

Re: Request for Access – Apartment 2O

Dear Mr. Alfred,

As a follow-up to our recent correspondence, we are writing to request access to Apartment 2O so that repairs and related work may commence.

Management has retained Metex EL Inc. to perform the work. The contractor's contact information is as follows:

Metex EL Inc.
24 Joralemon Street, E142
Brooklyn, NY 11201
347-766-0762
MetexELinc@gmail.com

Management has authorized Metex EL Inc. to proceed with the scope of work described herein and to coordinate access and scheduling with the resident.

Based on the inspection conducted on May 14, 2026, the scope of work includes repairs necessary to address conditions within the apartment, repairs related to outstanding violations, painting of the apartment, and accessibility-related modifications within the apartment, including enlargement of the bathroom doorway to improve wheelchair accessibility.

The anticipated scope of work includes:

- Repairing and preparing wall surfaces throughout the apartment and painting the apartment;
- Enlarging the bathroom doorway to improve wheelchair accessibility;

**NIEUW AMSTERDAM
PROPERTY MANAGEMENT**

511 6th AVENUE # 7134
NEW YORK, NY 10016
TEL: (646) 214-1077
FAX: (646) 794-0471

- Installing flooring in the kitchen, foyer, and hallway areas, including minor floor repairs as needed;
- Scraping and painting heat risers;
- Replacing the bathroom sink and medicine cabinet;
- Repairing interior doors and locks; and
- Installing smoke and carbon monoxide detectors.

Pursuant to this notice, we are requesting access to Apartment 2O no sooner than three (3) days from the date of this letter so that the work may commence. In an effort to accommodate your schedule and facilitate completion of the work as efficiently as possible, please provide your availability for access beginning on or after that date. Management and the contractor will make reasonable efforts to coordinate the work based on your availability so that the repairs and related work can be completed without unnecessary delay.

For your convenience, the contractor's contact information has been provided above. Should you have questions regarding scheduling, coordination, sequencing, or the performance of the work, the contractor may be able to assist directly. Management will continue to coordinate and oversee the work.

We appreciate your cooperation and remain committed to addressing the repair, safety, and accessibility-related concerns identified during the inspection. If you have any scheduling constraints, please advise us promptly so that we can coordinate access and scheduling accordingly.

Sincerely,

Nieuw Amsterdam Property Management

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