

Richmond Property Management  
3 Greeley Avenue  
Staten Island N.Y. 10306  
Office Phone (718) 351- 4013  
Fax (718) 667-5544

[www.RichmondPM.com](http://www.RichmondPM.com)

**Email addresses:**

General inquiry: [Info@richmondpm.com](mailto:Info@richmondpm.com)

Property Manager: [Matthew@richmondpm.com](mailto:Matthew@richmondpm.com)

**Office Hours:** Monday **and** Thursday-- 11 AM to 6 PM  
(An appointment may be made in advance should you need.)

**EMERGENCY SERVICE Phone Number:** (718) 667-3410

**Maintenance Phone Number:** (718) 987-6806 Joe Parrino

If there is a problem reaching our maintenance department please call the rental office on a Monday or Thursday between 11-6

**\$50.00 Late Charge 10 days after rent is due.**

**\$50.00 Return Check Fee**

**Utilities:**

Con Edison: 1-800-752-6633 - Electricity

Verizon: (718) 890-1550 - Telephone/Internet/TV

National Grid: (718) 643-4050 - Gas

Cable TV: (718) 816-8686 - Cable TV/Phone/Internet

***There are NO satellite dishes allowed at all no exceptions!***