



LARKIN

DEVELOPMENT GROUP

Larkin Development Group Tenant Handbook

Tenants.LarkinDG.com

Dear Tenant of Larkin Development Group:

This Tenant Handbook should answer questions you may have about building regulations, policies and operating procedures. Enclosed, you will find a list of contact information for key building personnel, emergency contact phone numbers, and for your convenience, the phone numbers of several area restaurants and business-related service providers.

Helpful information may also be found online at
Tenants.LarkinDG.com

At Larkin Development, we pride ourselves on quality service and attention to our buildings and our tenants. We encourage you to offer suggestions on ways that we may continue to improve your office and surrounding environment. You will find a Larkin Development Group staff member in Suite 100 of the Larkin at Exchange Building Monday – Friday, ready to assist you.

A hard copy of this handbook is available in suite 100 of the Larkin at Exchange building and will be updated and posted on the tenant website: tenants.larkindg.com.

Thank you.
The Larkin Development Group Team

KEY CONTACT LIST

Work Orders and General Inquiries (Suite 100)

Josh Tomaka, Property Manager
716-346-8032 or josht@Larkindg.com or
Kelly Niewczyk, Assistant Property Manager
716-346-8042 or kellyn@larkindg.com

Access Cards, Parking, Fitness Center (Suite 825)

Susan Sandor 716-362-2674 or susans@larkindg.com

Conference Rooms

Maureen Kirchmyer
mkirchmyer@taurcap.com or reserve on PRISM

Building Security 716-849-0077

Loading Dock/Receiving 716-362-2662 x8139

Shipping/receiving to be coordinated with Property Management

Chautauqua Cafe, Daily Menus & Catering

Alan Riensenburger, Manager
716-819-2880 or areisenburger@avifoodsystems.com
www.aviserves.com/larkin/meal-plans-and-dining.html

Larkin Square

Private Events privateevents@larkinsquare.com

Hydraulic Hearth Restaurant & Brewery

Harry Zemsky, hzemsky@gmail.com or 716-248-2216

Swan Street Diner

Amanda Amico, manager
amandaa@swanstreetdiner.com or 716-768-1823

Bratts Hill in Larkin Square

brattshill@theplatingsociety.com or 716-362-2665

EMERGENCY PROCEDURES

Emergency Evacuation

1. Safety or Floor Wardens are appointed by each Tenant to coordinate evacuations. This person is very familiar with appropriate exits, pull stations, and fire extinguishers. The floor warden will check-in with Property Management annually to review Floor Warden Contact information and a Designated Congregation Point for the entire office.
2. When the notice to evacuate is given, floor wardens should immediately gather their group together and walk, not run, to the closest exit stair and begin descending. Walk DOWN, OUT, and AWAY from the building.
3. Never attempt to use an elevator.
4. Floor wardens should ensure their group stays together, and should take a head count once evacuation is complete.
5. Tenants should stay away from the building and from any emergency equipment.
6. If there is a fire, proceed to the nearest exit stair. There is a fire extinguisher and pull station box located at each stairwell exit. The designated floor warden should utilize the pull station lever and then continue descending.
7. Follow established procedures for evacuating persons with disabilities.
8. Post a floor diagram within your suite so staff can clearly see designated exits.

Fire Emergencies

1. Call 911 and give the name and address of the property and the location of the fire. (Larkin at Exchange, 726 Exchange Street)
2. Call Building Security at 716-849-0077 to report the fire and then contact your fire emergency floor warden.
3. Know where fire extinguishers, pull stations, stairwells, and exits are located.
4. Small fires, such as a fire in a trash can, may be put out with a fire extinguisher.
5. Never attempt to put out any sort of electrical fire with water. Only a Dry Chemical or CO2 fire extinguisher should be used on electrical fires.
6. Do not attempt to fight a spreading fire. Focus your efforts on evacuating and helping others evacuate in an orderly fashion.
7. Know the location of the nearest fire exits; you should be able to find them in the dark.
8. Never use the elevators in a fire emergency. Direct all evacuating traffic to the stairs.
9. Before you leave your office, feel the door to see if it is hot before you open it. If it is hot, or if smoke is seeping through the cracks, do not open the door. Try another exit door.
10. If you cannot exit your office, seal off the cracks around your office doors, go to a window and signal for help.
11. If the exit door feels cool, proceed to evacuate. If there is smoke, stay low. Crawl on the ground and take short breaths until you reach a stairwell. This should be a safer area, and you should be able to move freely and quickly to evacuate.
12. Follow the emergency plan guidelines for evacuating any persons with disabilities on your floor.

13. Choose a specific site outside the building that is far enough away from the building to avoid injury from explosion or shattering glass to reconvene with your staff once evacuation has been successfully completed.

14. Do not return to the building until the Fire Department, your Facilities Manager, and your Floor Warden have given the "All Clear".

What You Can Do To Prevent Fires

1. Keep all trash or waste material in fireproof trash receptacles, and empty them or allow them to be emptied frequently so waste does not accumulate.

2. Limit smoking to designated areas outside of the building equipped with appropriate receptacles in which to dispose of cigarette waste.

3. Keep all trash cans away from anything flammable.

4. If a fire does ignite in a trash receptacle and no water is nearby, turn an empty trash can over the fire. This should smother the fire.

5. Turn off all electrical appliances in kitchen areas, and all computers, copying machines, and other business machines at the close of each business day.

6. Do not overload electrical circuits.

7. Check all electrical cords for fraying to prevent a spark that might ignite a flammable item.

8. Do not store cleaning chemicals in a warm, enclosed location that might promote spontaneous combustion.

9. Do not store cardboard boxes, packing materials, or other flammable items in common areas or stairwells. Aside from the possibility that they might catch on fire, these items could also block your exit route in the event of a fire.

Security System

Security guards staff the Larkin at Exchange building 24 hours/ 7 days per week. The guards not only monitor visitors and foot traffic into the building, but are trained to utilize the building's security system and camera monitors which cover the properties. Alongside sophisticated camera technology, guards also perform rounds of LCo Building and neighborhood.

The LCo building utilizes an electronic ingress system capable of being programmed to secure all elevators within the building as well as general ingress to the building, both at pre-programmed times and in case of an emergency. Tenants are provided 24/7 access to the Building with a Building Access card but are asked to sign in at the Main Lobby desk when entering after hours. To obtain, replace or deactivate an Access Card, place the request through PRISM.

There is on-site property management team located in Suite 100 off the Main Lobby.

To contact security call 716-849-0077. Please share this number with your staff or post in your office.

Parking

All LDG parking lots are private to the tenants of Larkin Development Group. Tenants must display an LCO parking hangtag. Cars without a proper tag will be ticketed and repeat offenders will be towed. LDG owned surface parking lots are used via a first-come, first-serve basis.

Parking Policies

1. Parking areas shall be used only for parking by vehicles no longer than passenger size automobiles or sport utility vehicles (SUVs)
2. Tenant shall not permit any vehicles controlled by Tenant or Tenant's employees, suppliers, shippers, customers or invitees to be unloaded or parked in areas other than those designated by Landlord.
3. Users of parking areas will obey all signs and park only in the areas designated for vehicle parking during normal business hours. Please note, as construction and site work is completed, some parking areas and/or lots are subject to change. Notification will be provided at that time.
4. Landlord will not be responsible for any damage to vehicles, injury to persons or loss of property, all of which are risks assumed by the party using the parking area.
5. The maintenance, washing, waxing or cleaning of vehicles is not permitted, except in any designated areas.
6. Tenant shall be responsible to ensure that all of its employees, agents and invitees comply with the applicable parking rules, regulations, laws and agreements.

7. Landlord reserves the right to modify these rules and/or adopt such other reasonable and non-discriminatory rules and regulations as it may deem necessary for the property operation of any parking areas.

8. No overnight parking is allowed without written consent; violators will be towed.

Parking Tags

Parking tag distribution is handled by Property Management in Suite 825. Open surface hang tags are to be hung from the rear view mirror. Parking tags are issued upon occupancy and are based on the tenant's lease. Parking questions can be directed to Susan at Susans@larkindg.com or submitted in PRISM.

Visitor Parking

Larkin Development Group offers free two hour visitor parking in a Visitor designated lot on Exchange Street. After 2 hours, the charges are \$5 for 2-4 hours, \$7 for 4-6 hours, and \$9 for 6-8 hours. Payment is made by credit card when exiting the lot. Visitors may park along the north side of Exchange Street in City of Buffalo approved Pay to Park street parking.

If a tenant is holding a meeting that will have more than 25 guest cars, tenants should be in touch with JoshT@larkindg.com to arrange for additional visitor parking.

Tenants have the option to offer free validated parking to guests. Please email Susan at Susans@larkindg.com for validation stickers to be placed on the parking ticket. Tenants will be billed back for validated parking offered beyond the first two free hours.

Tenant Reserved Parking in Ramp

Ramp parking is accessible by secured, electronic gate access only. If you would like to purchase a pass to park in the ramp you may do so by emailing Susans@larkindg.com

Prices are subject to change.

Covered Ramp Parking

Covered Ramp Parking is available on a first-come, first-serve basis. Cost for covered ramp is currently \$65/ month plus tax.

Electric Vehicle (EV) Charging Stations

LDG offers 10 EV charging stations for exclusive use by LDG tenants during the weekday work week.

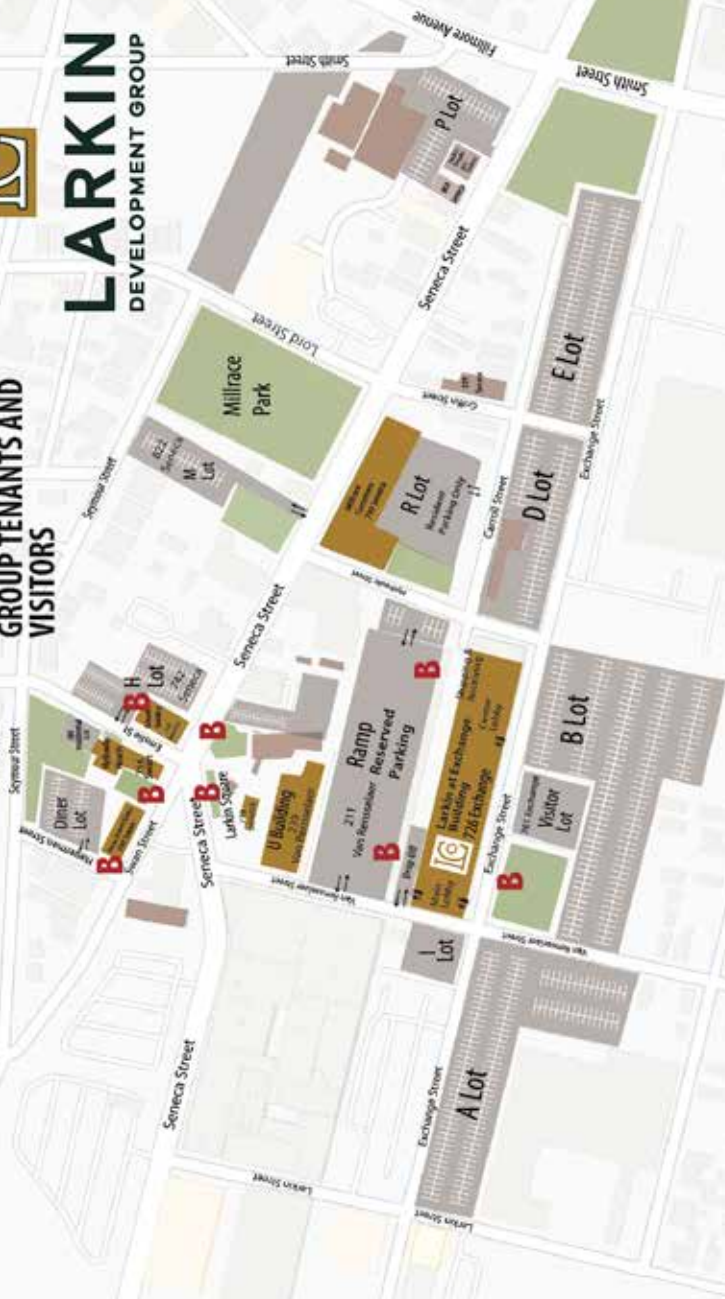
The stations are managed through the Chargepoint Mobile App. The stations are located outside the parking ramp at Hydraulic St.

Please email susans@larkindg.com for information on rates and rules of use. Designated chargers are reserved for exclusive use by LDG Tenants weekdays 6am -5pm

Bike PARKING FOR LARKIN DEVELOPMENT GROUP TENANTS AND VISITORS



LARKIN
DEVELOPMENT GROUP



MOVING GUIDELINES

These moving and delivery guidelines have been developed to ensure a safe and efficient move for you and your organization. Following these guidelines will expedite your move and protect the people handling the move as well as your property and the building itself. These guidelines are in no way meant to hamper or restrict your moving process, but rather to safeguard the elements involved in the process. Please let us know how we can best assist you with your move. We would be happy to answer any further questions you may have. Please call the Property Manager, Josh Tomaka, at 716-346-8032

1. Notice must be provided no less than two (2) days as to the date and time of your scheduled move and no unscheduled moves are allowed. The Property Manager must clear all moving arrangements. All moves will be scheduled on a first come, first serve, basis.
2. Large moves must be handled through the freight elevator, unless Facilities authorizes the use of other elevators. The mover must provide pads to protect the freight elevator. If other elevators are approved for use, the moving contractor shall also be responsible for supplying pads to protect the elevator cab interior.
3. The loading dock you are assigned by Facilities is the only building entrance permitted for large moves. We strongly encourage you to reserve this area for all large moves and deliveries. Facilities must authorize any exceptions to this entry point. If other areas of access are approved the mover must protect floors and walls with acceptable material to prevent damage.

5. The moving contractor must provide a Certificate of Insurance prior to the move.

6. Your moving contractor will be responsible for any damage to the building incurred during the move. To avoid unnecessary damage:

- * Pad or otherwise protect all entrances, doorways and walls affected by the move.

- * Cover all floors traversed during the move with appropriate mats.

7. Your moving contractor is also responsible for removing all trash and bulky packing cartons.

8. Our building has a strict “No Smoking” policy. Moving crew members are not permitted to smoke in any area of the building.

9. The Fire Marshall prohibits the blocking of any fire corridor, exit door, elevator, lobby, or hallway. Do not park moving vehicles in marked Fire Lanes.

10. Please use the service elevator for all deliveries which is located in Shipping & Receiving. The loading dock doors are open from 7 a.m. to 3:30 p.m., however, Tenants and employees must pre-arrange usage by coordinating with Facilities (716-346-8032) and Shipping & Receiving (716-362-2662 x8139). Any deliveries to be made outside of those hours must be scheduled and approved by the Property Manager.

11. Security guards and/or Larkin Development employees are not authorized to sign for incoming packages/deliveries.

Hours of Operation

The Main Lobby is open to the Public

Monday - Friday, 6AM - 7PM.

The Center Lobby is open

Monday - Friday, 6:30AM - 5PM.

Tenants are allowed 24/7 access with a Building Access Card through the Main Lobby.

Security staff are present 24 hours, 7 days per week.

Please refer to your Lease for further clarification on the standard business hours of operation for your Suite.

Employee entry of individual offices is under the sole discretion of the Tenant Management.

Property Management will send a Building Calendar noting any holiday hours for the loading dock and building amenities at the start of the year.

BUILDING RULES/REGULATIONS/OPERATING POLICIES

The following Rules & Regulations are a part of your Lease Agreement and must be adhered to by all building occupants.

1. Tenant shall not obstruct any Common Areas, including parking areas, driveways, walkways and stairwells.
2. Tenant shall not make or permit any noise or odors that are a nuisance or annoy or interfere with other Tenants or persons having business in their building.
3. Animals, with the exception of guide dogs, are not permitted on the premises.
4. LDG Tenant shall not alter any lock or install new or additional locks or bolts without obtaining the prior written permission of Landlord.
5. Tenant shall be responsible for the inappropriate use of any toilet/restroom facilities, plumbing or other utilities. No foreign substances of any kind are to be inserted therein.
6. Tenant shall not paint, drill into or in any way deface any part of the Leased premises or the Building of which they form a part. No boring, cutting or stringing of wire shall be permitted, except with prior written consent of the Landlord.
7. Tenant shall not suffer or permit anything in or around their Building that causes excessive vibration or floor loading.

8. All removals of deliveries of furniture, freight, equipment or bulky items of any description shall be moved into or out of the LCo Building only with Landlord's prior knowledge and consent, and subject to such reasonable limitations, techniques and timing, as may be designated by LDG Property Manager.

No hand trucks, carts, etc., shall be used in the LCo Building unless equipped with rubber tires and side guards.

Tenant or its delivery agent or mover must provide masonite sheets or sanded plywood sheets to cover furnished floors, or carpeting for moving dollies, four wheel carts, etc. Landlord reserves the right to inspect any deliveries to be brought into the LCo Building or adjacent owned property and to exclude from same all items which violate these Rules and Regulations.

Tenant shall be responsible for all damage to the LCo Building arising from such activity. Tenant's use of freight elevators other than during Normal Building Hours shall be billable to Tenant as Additional Rent, at rates published periodically by Landlord.

9. Tenant shall not employ any service or contractor for services to be performed in the LCo Building, except as approved by LDG Property Manager.

10. If Tenant uses their Suite outside of standard business hours as directed in Tenant's Lease, Tenant shall be responsible for costs associated with occupancy, which costs shall be billed to Tenant as additional Rent at rates per lease.

11. Tenant shall not make additional sets of keys to the LCo Building, and shall return all keys at the termination of its tenancy and shall be responsible for the cost of replacing any keys that are lost.

12. All exterior window coverings, shades or awnings shall be installed by Landlord, and all interior window coverings or shades are subject to the prior written approval of Landlord.

13. No tenant, or its agents, employees, representatives, or invitees shall go upon the roof of the LCo Building.

14. Tenant shall not suffer or permit smoking or carrying of lit cigars or cigarettes anywhere in the LCo Building, except in such permitted and marked areas outside of the Building.

15. Tenant shall not use any method of heating or air conditioning other than that is provided by Landlord without obtaining Landlord's prior written consent.

16. Tenant shall not install, maintain or operate any vending machines upon the LCo Building without Landlord's prior written consent, except in areas designated in tenant's plans approved by Landlord or as Landlord and Tenant may otherwise agree.

17. The Premises shall not be used for lodging, manufacturing, cooking or food preparation, except in designated areas only. No toasters or toaster ovens allowed on premises.

18. Tenant shall comply with all safety, fire prevention and evacuation regulations established by Landlord or any applicable governmental agency.

19. Landlord reserves the right to refuse access to any persons Landlord in good faith judges to be a threat to the safety and or reputation of the LCo Building or its occupants.

20. Landlord reserves the right to waive any of these Rules, and/or as to any particular tenant, and any such waiver shall not constitute a waiver of any other rules or any subsequent application to such tenant.

21. Tenant assumes all risks from theft or vandalism and agrees to keep its Premises locked as may be required.

22. Landlord reserves the right to make such other reasonable Rules as it may from time to time deem necessary for the appropriate operation and safety of the LCo Building and its occupants.

PUBLIC BUILDING ACCESS

Larkin at Exchange Building

The first floor of the Larkin at Exchange Building is open to the public during business hours.

Generally, Larkin at Exchange is managed with an easy, comfortable atmosphere for employees and visitors alike. Building Management prefers tenants to carry their building ID with them but it is not required. Visitors are usually required to sign-in and/or sign-out at the Guard's desk in each lobby.

Policies, procedures and systems are in place should a higher level of security be implemented. Facilities Management will inform all tenants of such procedures should they be enacted.

Visitors may park in the visitor parking lot located on Exchange Street. There are also public parking meters along Exchange Street.

Loading Docks:

Tenants must pre-arrange Loading Dock usage by coordinating with the Property Manager at 716-346-8032. Insurance Certificates must be provided to the Property Manager prior to loading dock use.

Freight Elevator:

Tenants must pre-arrange Freight Elevator usage by coordinating with the Property Manager at 716-346-8032.

WORK ORDER PROCEDURES

All requests for service and access cards are administered through the LDG Work Order System PRISM. Each tenant has at least one authorized person to place a work order. Work requests include a range of property management services from repair and improvements to access cards and parking. Training is provided by Property Manager as new users are added.

The work order system is easily accessed through Larkin Development's tenant web page or via PRISM phone app:
tenants.larkindg.com

Given that this system is designed to inform management and staff of new and/or open Work Orders in the most expeditious manner, we are requesting that to the fullest extent possible, you utilize the Work Order system versus verbally indicating a request to a staff member placing a request by phone.

For emergency response always call the Facilities Management Office at 716.346-8032 and Security Desk at 716.849.0077.

To use the online Work Order Request Form visit tenants.larkindg.com and sign into the Work Order System. A username and password is required to place an order. Every company has designated users. Designated users sign in with their email address. Contact Property Manager to add users.

Some work order requests may require a fee for service. Inquiries that fall into this subject include, but are not limited to, hanging pictures, painting, moving items, shades, etc. Tenants will be provided a quote and billed back for these kinds of services.

TENANT OFFICE CLEANING

Tenants' suites are cleaned daily. This includes:

1. Emptying trash and recyclables daily.
2. Vacuuming daily (If suite contains kitchenette or hard floor surfaces, they are swept or mopped)
3. Dusting once per week

The cleaning staff will clean individual desks if they are clear of paperwork and other items. No items will be moved to clean a desk to prevent unintended disruption or disposal.

Shredding – Tenants must empty shredded material from shredder into recycle bin or trash if they wish for the cleaning staff to remove it.

RENTAL REMITTANCE PROCEDURES

Monthly rental payments are due on the first (1st) of every month. Larkin Development Group's accounting department will process and mail monthly rental invoices by the 25th of the previous month.

Make check payable to:

Larkin Development Group
726 Exchange Street, Suite 825
Buffalo, NY 14210

Any further inquiries regarding the above may be found in Tenant's Lease or contact Susan at susans@LarkinDG.com.

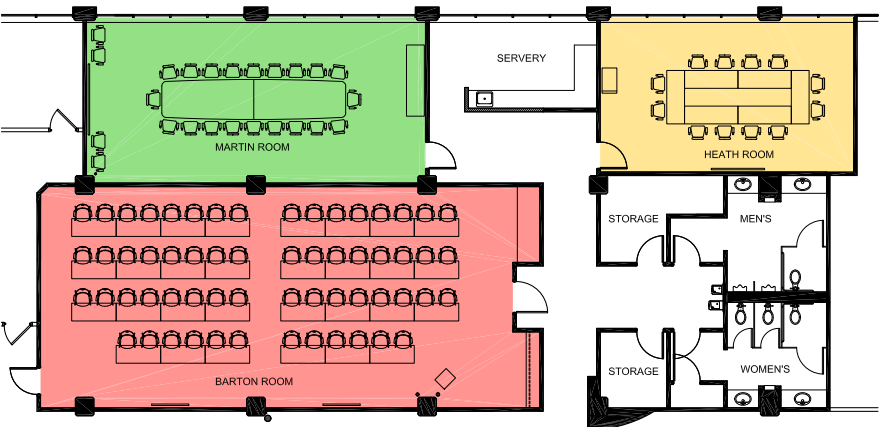
BUILDING AMENITIES

LCo Conference Center Suite 804

The Conference Center at the Larkin at Exchange Building provides a professional atmosphere for your business needs, as well as up-to-date technology for meetings and presentations. The LCo Conference Center is comprised of three separate meeting rooms, each designed to accommodate varied size groups and purposes. There is a rental fee for use of the Conference Center. Please see below for details and pricing. Tenants may reserve through the building work order system or by contacting mkirchmyer@taurcap.com

Please contact us for assistance in pre-event planning to determine your exact room needs and to select from the wide variety of catering choices that are available for breakfast, lunch and breaks. Full audio visual equipment is also available for rent.

The Larkin Café (AVI), is the preferred food service provider for the conference center. A link to the catering menu may be found at www.tenants.larkindg.com or call 716-819-2880 for more information.



Description of Conference Rooms

Barton Room – includes free WIFI, HDMI connectivity.

A 53' x 24' room with a flexible furniture system comprised of 30 - 24" x 60" tables. The room will comfortably accommodate 60 seating places with a working table surface for each (option A) or 75 auditorium style. Room includes HDMI/VGA connectivity for presentations (no projector needed) on two 80" monitors, podium with two wireless microphones, conference phone, wall mounted speakers, PTZ camera allowing two-way webcam conference capabilities.

Martin Room – Free WIFI and HDMI connectivity

A more traditional board room style meeting space with a 54" x 20' board room table, executive seating for 24, wall lined, solid birch display rail and windows. Room equipped with whiteboard, 75" smart TV, PTZ camera for two-way webcam conference capabilities and conference phone.

Heath Room – Free WIFI, PTZ camera, conference phone and 75" smart TV Traditional size 8 to 12-person training or conference room provides an intimate atmosphere for your meeting with seating up to 12. With four to six tables set up for training or positioned as a conference table as needed.

Tenant Rental Rates (Monday – Friday) Hours 7:00a-5:00p:

1/2 day is max 4 hours:

Barton Room \$400.00 per day (8a-5p) \$250.00 ½ day \$115.00 / hour

Martin Room \$375.00 per day (8a-5p) \$225.00 ½ day \$95.00 / hour

Heath Room \$290.00 per day (8am-5pm) \$185 1/2 day, \$70.00/ hour

\$140.00 fee for cancellation of reservation.

Tenant will be charged 50% of agreed upon rate if cancellation occurs one business day prior to reservation with a minimum cancellation fee of \$140.00.

Tenant will be billed within seven (7) days of use of Conference Center.

FITNESS CENTER

The Fitness Center inside the Larkin at Exchange Building is available for membership and use by tenants.

Equipment includes:

Treadmills, Ellipticals, Recumbent Bike, Ergometer, Leg Press, Dumbbells 5-50 lbs, Dumbbell Rack, Incline Bench, Smith Machine, Ballet Barre, Ab Roller, Floor Mats and more!

New members must participate in an orientation. Please contact susans@larkindg.com – to sign up. Orientations are typically held on an “as needed” basis in the Fitness Center, Suite 510 on the 5th floor.

The orientation is conducted by a certified personal trainer. Orientation includes instruction on safe use of the equipment. A membership form must be completed at the orientation along with a check for membership. Usually within one day of the orientation you will be issued your electronic access membership card.

The Fitness Center is available for use 24/7.

The cost is \$150 to join for a 6-month membership along with a one time initiation fee of \$35. The cost is \$290 to join for a one-year membership along with a one time initiation fee of \$35.



Public amenities inside Larkin at Exchange Building

THE CHAUTAUQUA CAFÉ

Open Monday – Friday 8:00 am - 1:30 pm

a full service, open-to-the public cafeteria. The Café offers a complete breakfast and lunch menu.

Catering

The Chautauqua Café, operated by AVI Food Systems offers full service catering for events in offices, the conference rooms or in the Café.

Contact Alan Riesenburger, Manager of the Chautauqua Café for any catering needs or questions: 716-819-2880 or Alan Riesenburger ARisenburger@AVIFoodSystems.com

Larkin Convenience Store, Main Floor, Larkin at Exchange Bldg. Open to LDG tenants 24/7 with an LDG access badge. Coffee, snacks, greeting cards, and other useful items available.

Tim Horton's Kiosk, Center Lobby, Larkin at Exchange Bldg. Open weekdays, 7:00 am - 2:00pm. Serving coffees, muffins, bagels and more.

Key Bank Branch, A full service Key Bank branch located off the main lobby. Open weekdays, 9am - 4:00 pm. ATM 24/7

Larkin District Salon, Full service hair salon and gift shop. Center lobby open weekdays, call for hours:
716-852-1001

Zenger Downtown Graphics Full service printing shop.
716-852-8403

Sweet Home Child Care, located inside the LCo Bldg., is operated by The Valley Community Association.

The fully equipped facility on the first floor, Suite 130, Age appropriate outdoor playgrounds are adjacent to the space. Large windows fill the classrooms with light.

For more information and a tour please call the Director at 716-819-2870 or Larkinchildcare@thevalleycenter.com



Bicycle Program

Free bicycle share program for tenants. Six custom Larkin vintage style bicycles are available for tenant use during normal business hours Monday through Friday.

For additional information and to participate in our Bike Share program, please fill out the Bike Chare Application located on the homepage of Tenants.LarkinDG.com and submit to our Security Desk in the lobby.

After completing simple paperwork tenants become Lark N' Ride members and may check out a bike. Locks and helmets available.



AFTER HOUR HVAC AND LIGHTING

1.) Normal Heating Ventilating and Air Conditioning (“HVAC”) and Lighting hours are specified in each Tenant’s Lease. Tenant’s requiring normal HVAC operation beyond normal business hours will incur a charge for same pursuant to the terms of the Lease.

2.) If you require after hours HVAC service please initiate a Work Order at least 72 hours in advance of the requested HVAC operating schedule adjustment.

a. Requests received less than 72 hours in advance of the required schedule may not be accomodated due to short notice.

3.) Problems occurring during a scheduled request should be directed to Building Security at (716) 849-0077

Building Power/Generator

The Larkin at Exchange Building and the Larkin U Building are connected to a full service back up generator. Should building power go out, the generator pick up of the building’s electrical load can take up to 60 seconds. It is advisable to check your UPS back up on any computer systems.

Lactation Room

The Larkin Development Group offers space for a Lactation Room to our tenants working in Larkinville.

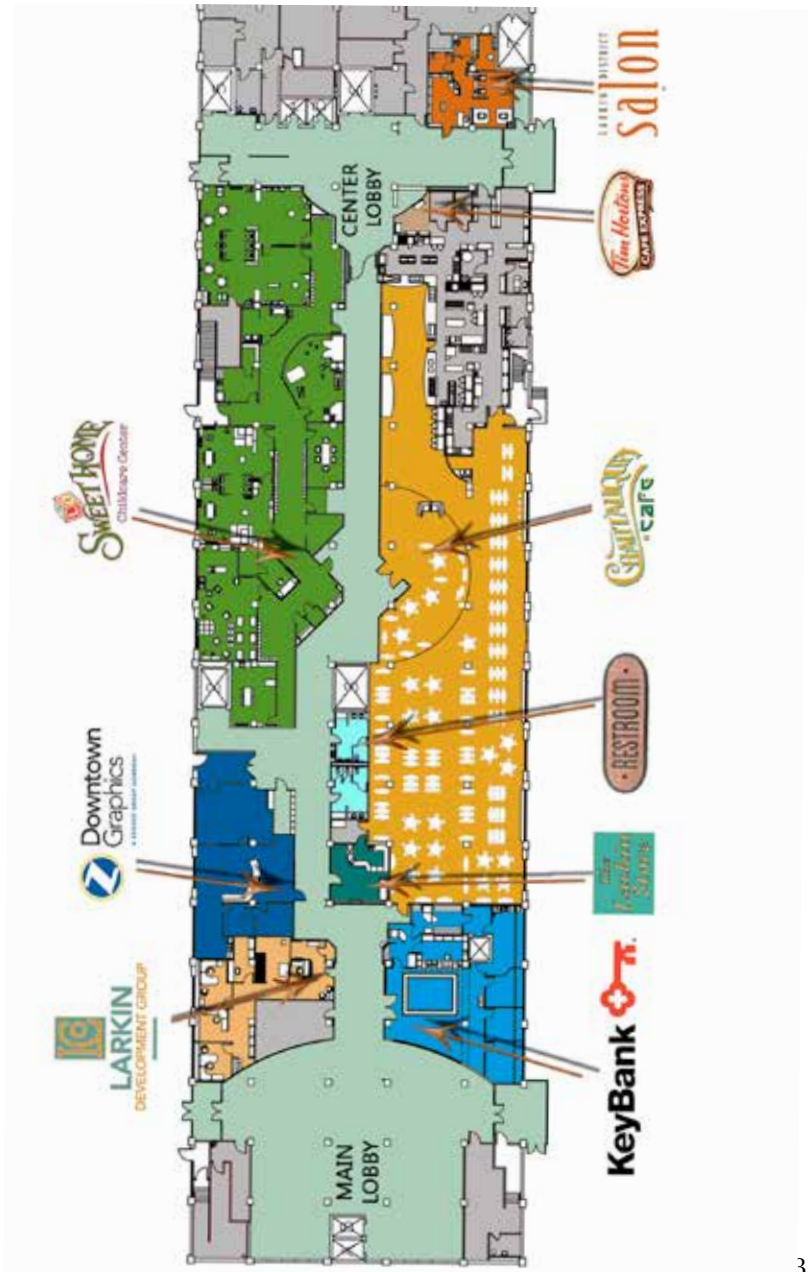
If your company does not have a lactation room, the Larkin Development Group room may be booked through the Resource Calendar on Building Engines, located at: www.tenants.larkindg.com.

If an employee is not a registered Building Engines user please let the property manager know, josht@larkindg.com, and we will create an account for you.

Bike Racks

Bike racks are located throughout our properties. Tenants are welcome to use one of the circular racks between the Larkin at Exchange Building and the parking ramp, in Larkin Square and on Exchange Street. Additional bike racks, are located next to the Swan Street Diner.

First Floor of Larkin at Exchange Building 726 Exchange St. Buffalo NY



Neighborhood Resources/Restaurants

Visit www.Larkinville.com for a map of area businesses and roster of events.

Larkin Square

Located at 745 Seneca Street, behind the Larkin U Building. Tenants are welcome to bring lunch out to the Square. Occasional food trucks are parked in the Square for lunch service.

Key Bank ATM located in Larkin Square.

Private events/corporate happy hours available.

Catering provided by the Swan Street Diner.

Contact privateevents@larkinsquare.com to inquire about a private event in Larkin Square or reach out to Property Management team about any team entertaining ideas/support.

Seasonal events including Food Truck Tuesdays, June - August 5-8 pm. Wednesday concerts, June, July and August 5-8:30 pm.

Larkin Square Author Series and more.

Check LarkinSquare.com for listings.

Bratts Hill by Chef Darian Bryan

Located in Larkin Square. Bratts Hill offers a fast casual Jerk Hut menu weekdays for lunch, 11 am - 2:30 PM

Lunch delivery service available on UberEats and DoorDash.

Open for dinner, Wednesday - Saturday as a Jamaican-fusion style restaurant. Reservations for dinner available on RESY

Menus and more info: brattshill@theplatingsociety.com or brattshill.com

Hydraulic Hearth Restaurant & Brewery, Brick oven pizzas, small plates, beer, wine and craft cocktails plus seasonal beer garden with shuffleboard located across the street from Larkin Square at 716 Swan Street. The front lounge area is available to reserve for larger gatherings. Perfect for after work happy hours.
Kitchen open Tuesdays - Saturdays 4:00pm - 9/10pm
716-248-2216

Harry Zemsky, proprietor, hzemsky@gmail.com. Email Harry to book the front window lounge area.

Swan Street Diner 700 Swan Street, A rehabbed 1937 era diner serving breakfast and lunch daily from 7 am - 3 pm. Online ordering available at swanstreetdiner.com. The Diner is available for private events.
Contact: Amandaa@swanstreetdiner.com 716-768-1823

Toasted 799 Seneca, open daily, 7 AM - 3 PM Healthy breakfast and lunch options, coffees, teas and smoothies.

The Plating Society 799 Seneca – Chef Darian Bryan’s private event space.

Magic Bear Beer Cellar 799 Seneca Beer store and bar for curated selection of beer, wine, ciders and charcuterie plates. Beer tasting classes offered.

Meet & Eat Charcuterie, 799 Seneca St. Wine and charcuterie. Team-building and other group classes offered.

Paula’s Donuts – 872 Seneca Street – Open daily for breakfast, lunch and donuts/

D.A. Taste – Cult favorite tacos and ice cream

McCormick’s Pub, 131 Van Rensselaer St. Burgers, wings and more.

Kornerstone 701 Seneca - Coffee, Smoothies/Juices and healthy eats.

Carbone's Pizza & Sub's 568 South Park 716-855-1749

Mazurek's Bakery 543 South Park 716-853-7833

Flying Bison Brewery 840 Seneca St. 716-873-1557

BFLO Distilling Co 860 Seneca St

Beltline Brewery 545 Swan Street

Retail:

Blue Table Chocolate 799 Seneca, artfully crafted and curated chocolate.

The Lounge Shop 799 Seneca, Women and babies leisure wear along with a selection of gifts.

Breathe Organic Salon, 799 Seneca, Hair salon using organic products

Groceries and Gas:

Top's Friendly Markets 1460 South Park Ave. Corner of South Park and Bailey 716-515-2050

Winkler & Samuels Wine shop 500 Seneca St.

Ricota's Pizza & Store 206 Elk St. 716-823-7636. Pizza shop delivers multiple products

Pet Care and Doggy Day Care:

Animal Outfitter's, 500 Seneca St. (716) 436-4553

BUILDING HISTORIES

Founded in 1870's, The Larkin Soap Company was one of the most innovative and successful marketing and manufacturing firms in the country, making products for the home and sold "from Factory to Family." John D. Larkin's progressive business practices have been imitated across a wide range of companies and industries.

The 600,000 square foot **Larkin at Exchange Building** (circa 1912) was once the Larkin Terminal Warehouse with trains running through the first floor of the building. Purchased in 2002 by the Larkin Development Group, it has been redeveloped into state of the art commercial office space. The 10 story building is constructed of steel and concrete with floor load capacities in excess of 225 pounds per square foot.

The Larkin U Building was also once part of the Larkin Soap Co. The circa 1893 Romanesque style 46,000 sf building was fully restored in 2011.

Darwin D. Martin was the executive Vice President of the Larkin Company. He was a great patron of Frank Lloyd Wright, commissioning two homes, the Darwin D. Martin House and Greycliff, both restored and open to the public. The Larkin Company commissioned Wright to design the innovative Larkin Administration Building, which was tragically demolished in 1959.

The Larkin Company made a wide variety of household items and goods beginning with soap and growing to include paint, coffee, toothpaste, china, furniture, and more. The Larkin Company was the largest mail-order company in the world in the first ½ of the 20th Century. Buffalo China was created by Mr. Larkin to produce china used for promotions/rewards for buying other Larkin Products, such as soap.

When restoration began in 2002, the original LCo signs were uncovered and restored, the LCo logo was reborn.

The Schaefer Building located at 740 Seneca St. is a mixed-use building designed by Buffalo architect Joseph Bradney in 1900 to be used as Henry Schaefer's grocery store.

Larkin Square opened in 2012 as a creative, whimsical public gathering space. Home to Bratts Hill Restaurant, a 1930s Larkin Company former gas station and now a Jamaican- fusion restaurant.

716 Swan Street, a circa 1890's building was once the Hydraulic Hotel and the Swan Lounge. Today it is fully restored into a mixed-use building with the Hydraulic Hearth Restaurant & Brewery on the first floor. Residential is on the second floor.

Millrace Commons, 799 Seneca Street. newly constructed in 2021, MRC has 70 rental apartments and a variety of ground floor retail.

City ClubHouse, 696 Seneca St. fully renovated in 2024 with a mix of rental apartments and office space.

For information on living in Larkinville visit:
LiveinLarkinville.com



Larkin at Exchange Building



Larkin U Building



Schaefer Building



Larkin Square

Larkin Development Group
Property Management Office

726 Exchange St., Suite 100
Buffalo NY 14210
716-362-2663 or 716-346-8042

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