Toronto Standard Condominium Corporation
No. 1722 & 1741

4978 Yonge Street, Toronto, ON, M2N 7G8
Tel: 416-225-6282 Fax: 416-225-9378

4968 Yonge Street, Toronto, ON, M2N 7G9
Tel: 416-223-8350 Fax: 416-223-5478

ELEVATOR RESERVATION AGREEMENT

Building Address: ☐ 4978 Yonge St (NORTH). or ☐ 4968 Yonge St. (SOUTH)

Suite Number: _____

Reservation requested by: _____
(Print first and last name)

Are you a unit owner or unit tenant or agent? _____

Home Phone: _____ Business or Cell Phone: _____

The reservation request is for the use of the Service Elevator for the purpose of a move out, move in or delivery.

Reservation is for (please check one):

Delivery	☐	Move OUT Item(s)	☐
Move IN Building	☐	Move IN Item(s)	☐
Move OUT of Building	☐	Contractor	☐

Elevator reservation times are between the following hours:

Monday through Saturday
9:00am to 12:00pm (noon) / 1:00pm to 4:00pm / 6:00pm to 9:00pm

NO MOVES OR DELIVERIES ARE PERMITTED ON SUNDAYS or STATUTORY HOLIDAYS

No reservations exceeding three (3) hours are allowed without approval from Property Management.

Day: _____ Month: _____ Year: _____

Time (from): _____ Time (to): _____

Note: I agree that if I choose to move on Mondays, Tuesdays and/or Fridays that I will move my vehicle from the loading bay to make room for the buildings waste disposal pick up. If I fail to do so I can be held responsible for the cost of having the waste disposal company return to complete the pickup

Toronto Standard Condominium Corporation
No. 1722 & 1741

4978 Yonge Street, Toronto, ON, M2N 7G8
Tel: 416-225-6282 Fax: 416-225-9378

4968 Yonge Street, Toronto, ON, M2N 7G9
Tel: 416-223-8350 Fax: 416-223-5478

TERMS AND CONDITIONS

I understand and agree to the following conditions (**FOR UNIT OWNERS**):

- Upon signing this agreement, I will provide the Corporation a security/damage deposit cheque(Personal Cheque is Acceptable) made payable to TSCC #1722 or #1741 in the amount of $300.00.
- The cheque will be returned to me provided no damage has been caused to the elevator or property common elements.

I understand and agree to the following conditions (**FOR UNIT TENANTS**):

- Upon signing this agreement, I will provide the Corporation a security/damage deposit certified cheque or money order made payable to TSCC #1722 or # 1741 in the amount of $300.00.
- The certified cheque or money order will be returned to me provided no damage has been caused to the elevator or property common elements.

Unit owners and tenants also agree to the following conditions:

1) I shall notify the security staff on duty and request an inspection of the service elevator and common elements immediately prior to using the same. Upon completion of the move or delivery, I shall forthwith request a re-inspection of the elevator and property common elements.
2) I shall be liable for the full cost of all repairs for any damage which may occur as a result of the use of the service elevator and common elements by me or my agent(s). I shall accept the cost of repairs as assessed by Property Management or its staff and acknowledge that all or part of the security/damage deposit shall be withheld and applied towards the cost of repairs.
3) I shall only use the service elevator and pertinent common elements for moving or delivery during the time of the reservation.
4) I shall take precautions to prevent unauthorized entry into the building during the term of my reservation.
5) I shall not obstruct corridors, stairwells, common walkways, vestibules or parking areas prior to, during and after the term of the reservation.
6) I agree that special care will be taken with regards to the floor, ceiling and all surfaces of the service elevator and common elements.
7) I agree that protective pads will be in place in the service elevator prior to, during and after the term of the reservation and will remain in place until removed by the Property Management or its staff, at their sole discretion, after the final inspection has been completed.

I hereby acknowledge that I have read this Agreement and I agree to abide by the Rules of the Condominium Corporation #TSCC 1722 / 1741 in forces at this time.

Dated at _____ this _____ day of_____ 20_____

Applicant's Signature_____

Toronto Standard Condominium Corporation
No. 1722 & 1741

4978 Yonge Street, Toronto, ON, M2N 7G8
Tel: 416-225-6282 Fax: 416-225-9378

4968 Yonge Street, Toronto, ON, M2N 7G9
Tel: 416-223-8350 Fax: 416-223-5478

MOVERS OR DELIVRY INSPECTIONS CHECK LIST

DATE: ___/___/___ **DATE:** ___/___/___

TIME IN: _____ **TIME OUT:** _____

DELIVERY/MOVING COMPANY: _____

COMPANY CONTACT NAME & NUMBER_____

VEHICLE PLATE NUMBER(S) _____

AREA INSPECTED	PRE- INSPECTION	POST INSPECTION
	(Please list comments below, provide details about damages)	
Loading Dock Area		
Moving Room and Doors		
Ground Level Lobby and Doors		
Elevator Doors/Frame		
Elevator Cab/Pads		
Corridor Walls/Light Fixtures		
Corridor Carpets and Floors		
Refuse Room and chute is clear		
Suite Door & Frame		
All boxes, debris disposed of. Nothing is to be left on the recycling room floor.		
SIGNATURES ➔	*Superintendent/Concierge Signature:*	*Superintendent/Concierge Signature:*
SIGNATURES ➔	**Resident Signature** X_____	**Resident Signature** X_____

Deposit Returned: ____/____/_____ ; Resident Signature:_____