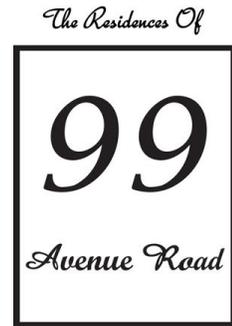


Toronto Standard Condominium Corporation No. 1430
99 Avenue Road
Toronto, Ont M5R 2G5
Tel: 416.927.9915
24/7 Concierge: 416.927.0501
Email: manager99avenue@rogers.com



NEW RESIDENTS

Dear Suite Owner,

If you are a new owner – welcome to *The Residences of 99 Avenue Road*.

Both new owners, and existing owners with a new tenant moving in, should review the information below.

New owners:

For new purchasers of a suite at *The Residences of 99 Avenue Road*, we will need a copy of the land transfer documentation in order to update our records.

We also recommend that you complete a Pre-Authorized Payment form to ensure your maintenance fees are paid without delay.

Owners leasing a suite:

Under the Condominium Act, where an owner chooses not to occupy the unit but instead leases it to a tenant, the owner is required to notify the condominium corporation of the lease and its date of termination.

Notification by owner

83. (1) *The owner of a unit who leases the unit or renews a lease of the unit shall, within 30 days of entering into the lease or the renewal, as the case may be,*

(a) notify the corporation that the unit is leased;

(b) provide the corporation with the lessee's name, the owner's address and a copy of the lease or renewal or a summary of it in the form prescribed by the Minister; and

(c) provide the lessee with a copy of the declaration, by-laws and rules of the corporation. 1998, c. 19, s. 83 (1).

Termination of lease

(2) *If a lease of a unit is terminated and not renewed, the owner of the unit shall notify the corporation in writing. 1998, c. 19, s. 83 (2).*

Record of notices

(3) *A corporation shall maintain a record of the notices that it receives under this section. 1998, c. 19, s. 83 (3).*

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Please provide either a copy of the lease, or a completed Summary of Lease or Renewal form.

Owners are required to notify their tenants of the guidelines for living in the building. Digital copies of the Declaration and Rules of *The Residences of 99 Avenue Road* are available, which you are expected to forward to your tenant.

Owners are responsible for the actions of their tenants and the family and guests of their tenants. In the case of any damages or dispute, TSCC 1430 may recover costs from the owner of the suite.

All Owners:

The Condominium Act also requires that owners provide TSCC 1430 with their mailing address. We recommend that current contact information (phone, e-mail) is also provided so we can reach you in the case of an emergency (e.g., flood).

Owners are reminded to insure their suite for damages which are not the responsibility of the condominium corporation. We suggest asking your insurance broker for condominium insurance. Tenants should have their own contents insurance. Reminder: flooring is not included in the Standard Unit definition (By-law No. 9). If a tenant overflows the bathtub and damages all the wood flooring in the suite, the owner will be responsible for the cost of repair or replacement.

The Board of Directors of TSCC 1430 has instituted a **move-in administration fee of \$100.00**. Please make your cheque payable to TSCC 1430. This fee is in addition to the refundable security deposit required for the elevator reservation.

Management has been authorized to ensure receipt of a completed Owner/Resident Register form, a copy of the lease (or lease summary) and the payment of the administration fee before move-in is permitted.

We prefer to have a meeting with you to go through all the relevant documentation together. If we are unable to arrange a mutually convenient time, we can forward the appropriate forms and documents to you by e-mail. Please contact manager99avenue@rogers.com or phone 416-927-9915 during business hours.

The following page contains a list of documents that we recommend new residents review before move-in.

We welcome you to our community.

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Checklist:

- Elevator Reservation Agreement form (\$300 security deposit required)
- Owner/Resident Register form
- Summary of Lease or Renewal form (or owner may provide a copy of the lease)
- Declaration
- Rules
- By-law No. 9 (standard unit)
- Pre-Authorized Payment form for new owners
- Authorization to Accept Parcels form
- Authorization for Verbal Instructions form
- Key Access Permission and Release form
- Unit listed for Sale or Lease

Yours truly,
ICC Property Management
as Agent for and on behalf of TSCC 1430

Juliet Atha, MBA
Property Manager

Attach:

cc: *Board of Directors*
Unit file