



Neo Cityplace  
 4K Spadina Avenue  
 M5V 3Y9 | Toronto | ON

## ELEVATOR RESERVATION AGREEMENT

I, the undersigned have read and agree to the terms and conditions as set out in the Rules and Regulations of Toronto Standard Condominium Corporation No. 2009 regarding the booking and use of the Service Elevator.

Print Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_ Date: \_\_\_\_\_

SUITE # \_\_\_\_\_ BLDG: NEO-4K Spadina Avenue

REASON FOR USE:  MOVE-IN  MOVE-OUT  DELIVERY

TIME:  9:30AM-11:30AM  11:30AM-1:30PM  1:30PM-3:30PM

3:30PM-5:30PM\*\*  5:30PM-7:30PM\*\*

*\*\*these timeslots are only available Saturdays and Sundays*

RESERVATION DATE: \_\_\_\_\_

I understand and agree to the following conditions:

1. I shall deposit with the Corporation upon signing this agreement, a refundable security deposit in the amount of \$250 by a money order, bank draft, or certified cheque ONLY (no personal cheques are accepted) payable to "TSCC #2009". This amount will be refunded upon completion of the move, not having caused any damage to the common elements of the Corporation. A bank draft, certified cheque or money order ONLY (no personal cheques are accepted) in the amount of \$75.00 shall also be deposited to the Corporation for the use of the service elevator for my move for the timeslot selected above.
2. I shall notify the Concierge and request an inspection of the elevator immediately prior to using the elevator. Upon completion of the move or delivery, I shall forthwith request a re-inspection of the elevator and affected common elements.
3. I shall be liable for full cost of all repairs to any damage which may occur as a result of the use of the elevator by me or by my agents. I shall accept the cost of repairs as assessed by the Property Manager and/or its agents and acknowledge that all or part of the security deposit shall be withheld and applied towards the cost of repairs.
4. I shall only use the elevator during term of the reservation.
5. I shall take reasonable precautions to prevent unauthorized entry into the building during the term of reservation.
6. I shall not obstruct corridors and elevator lobbies prior to, during or after the term of reservation.
7. I agree that protective pads must be in place prior to, during and after and/ or until completion of the final inspection.
8. I acknowledge that neither the Corporation nor the Property Manager shall be liable for any loss, damage and/or personal injury caused or suffered neither by any party nor due to the delay of any previous bookings.
9. I hereby acknowledge that upon my move-out I will be removed from the data base and fobs will be deactivated.
10. **I hereby acknowledge I have filled out the resident registry and parcel waiver forms and submitted them along with a copy of lease or deed agreement to the Management office. If my registration is not complete, I acknowledge that within the week of my Move-In, my fobs will be deactivated.**
11. I hereby acknowledge that I have read this agreement and agree to abide by the rules of the Corporation.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Applicant's Signature

### 12. RELEASE OF DAMAGE DEPOSIT

I, \_\_\_\_\_, hereby acknowledge receipt of my Elevator Damage Deposit of \$ \_\_\_\_\_ received on \_\_\_\_\_  
 (print name) (deposit amount)

\_\_\_\_\_ by \_\_\_\_\_  
 (date picked up deposit) (signature)

Building M, Neo, 4K Spadina Avenue

Laura McCarney, Property Manager LMcCarney@iccpropertymanagement.com 416.623.7590, Ext.24

Brigid Morgan, Assistant Property Manager bmorgan@iccpropertymanagement.com 416.623.7570, Ext.23