

**TORONTO STANDARD CONDOMINIUM CORPORATION NO. 1844**

**Windermere By The Lake**

**ELEVATOR RESERVATION AGREEMENT**

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Reservation requested by \_\_\_\_\_  
(Print first name and last name)

Suite \_\_\_\_\_ Bus. Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Owner \_\_\_\_\_  
(Print first and last name)

The reservation request is for the use of the service elevator for the purpose of a Move Out/Move In. Moving and deliveries shall be permitted only between the hours of 8:00 a.m. to 12:00 p.m., and 1:00 p.m. to 5:00 p.m. Monday to Saturday inclusive and shall not take place on public holidays. The reservation shall be for a period not exceeding four (4) hours.

Outgoing/Incoming resident \_\_\_\_\_

Delivery/Movers \_\_\_\_\_

The Date and Time of the reservation shall be: \_\_\_\_\_  
(Day) (Month) (Year)

From \_\_\_\_\_ to \_\_\_\_\_ (Maximum 4 hours)

I understand and agree to the following conditions:

1. I shall issue a cheque in the amount of \$300.00 payable to TSCC 1844, in case of damage to the elevator.
2. I shall notify the Manager/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 the full cost of all repairs to any damage, which may occur as a result of the use of the elevator by my agents or me. I shall accept the cost of repairs as assessed by the manager 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 the term of the reservation.
5. I shall take reasonable precautions to prevent unauthorized entry into the building during the term of the reservation.
6. I shall not obstruct corridors and elevator lobbies prior to, during or after the term of the reservation.
7. I agree that special care will be taken with regard to the interior of the elevators and surrounding Common Element areas, walls and trim. I agree that the Protective Pads must be in place on the elevator interiors, during and after and/or until the completion of the final inspection.

I hereby acknowledge that I have read the Agreement and I agree to abide by the Rules of the Corporation in force from time to time.

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

Applicants Signature \_\_\_\_\_

**TORONTO STANDARD CONDOMINIUM CORPORATION NO. 1844**

**Windermere By The Lake  
Toronto, Ontario**

**MOVING POLICY**

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1. All owners/residents planning to move into or out of 15 Windermere Ave. must make arrangements for the use of the elevator and moving room with the concierge. Reservations, however, are made through the management company. Moving and deliveries shall be permitted only between the hours of **8:00 a.m. to 12:00 and 1:00 p.m. to 5:00, Monday to Saturday** inclusive and shall not take place on public holidays.
2. All owners/residents wishing to move will have to give at least **3 days** notice of their intention. A cheque in the amount of \$300.00 is required as damage deposit. (No user fee charges for deliveries). Any damages will be payable to TSCC 1844.
3. All owners/residents that are moving are to be fully responsible for any damages to the common elements of the Corporation and will be charged for those damages (up to \$300.00 on their credit card) and that amount will be deducted from the damage deposit and billed if they exceed that amount.
4. All owners/residents are to protect all tiles and carpet areas from damage by carrying all items either by hand, rubber wheeled dolly or rubber wheeled moving cart. No dragging of items is permitted.
5. All areas used during the move are to be cleaned by the unit owner following the move or to arrange for them to be cleaned either by our cleaner or your own, at your own expense.
6. All owners/residents are fully responsible for their movers and are expected to maintain strict supervision of them during the move. Damages will be assessed to the owners/residents and not their movers.
7. On the moving day, the owner or person designated by the owner acting on the owner's behalf will have to introduce himself or herself to the concierge. The concierge will inspect the elevator and common areas. In the event of damages, the owner or person designated by the owner acting on the owner's behalf will receive a list of damages generated and the owner/resident will be responsible to pay for their repairs.
8. The owner/resident is to ensure that the elevator pads have been installed prior to moving furniture in and or of the unit. If they are not up, the concierge must be advised so that the concierge can install the pads.
9. All owners are responsible for notifying their tenants of the above policy and owners will be responsible for any damages incurred by their tenants.

I (we) understand and will abide by the elevator moving policy:

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Signature

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Unit No.

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Date