



FAX

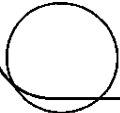
TSCC 1754
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To:	Maria	From:	Elizabeth
Fax:	416 946 1882	Pages:	4 , including this page
Phone:		Date:	July 2, 2009
Re:		CC:	

Urgent
 For Review
 Please Comment
 Please Reply
 Please Recycle

Comments: _____

Bette Kearney
 Brookfield Residential Services Ltd
Agents for and on behalf of
TSCC1754 – Waterpark City





TORONTO STANDARD CONDOMINIUM CORPORATION NO.1754

CORPORATION POLICY
FOR
Real Estate Agents / Brokers

PASSED BY THE BOARD OF DIRECTORS ON OCTOBER 27, 2008

1. Any residents or owners who are selling or renting their suites must first fill out the "Owner's Authorization Form" at the Security Desk and leave instructions on the form as to what conditions the suite is shown under. If there is a tenant or resident other than an owner occupying the suite the tenant portion of the "Owners Authorization Form" form must be signed by the tenant prior to the realtor showing the unit.
2. No access to the building will be granted without the Owners, Residents and Realtors Authorization on file. The only exception to this is where the owner/tenant will be present to authorize entry each time the suite is shown.
3. All Real Estate agents are required to check in at the Security Desk before entering the building for real estate purposes and are to leave their business card(s) at the Security Desk. If the agent is a resident of TSCC 1754, they are still required to notify the Security Desk and leave a card before showing any suites. **The listing agent is required to notify the Security Desk at 416 214-2430 with all showing appointments prior to viewing time.**
4. Security is not permitted to keep or release keys for real estate purposes or make reservations or perform any other similar action.
5. Key boxes are permitted to be hung on the stairwell railing landing adjacent to the floor the unit is located on.
6. Any agents who have entered the building for real estate purposes are only to go to the suites that they cleared with Security. If the agent attempts to gain entry to a suite (by knocking on the door, using an unauthorized key or by using any other means of circumventing security clearance) he/she will be requested to leave the property. Any agent who repeats this action may be barred from entering the building.
7. If agents require access to the building amenities, they must obtain an access fob from the owner of the suite. Neither Security nor the Property Management Office will be able to issue these, even on a temporary basis, to any Real Estate agents nor will they accompany agents and/or prospective purchasers to any part of the common element. During any showing outside the suite (i.e. Gardens, pool, parking, lockers, recreation, etc.) agents must be with potential purchasers at all times.
8. Listing agents may obtain a copy of the Rules from the Management Office; this will help you answer many questions that prospective purchasers ask.
9. We ask that the Real Estate agent ensure that any new resident, tenant or owner be made aware of the following:
 - New purchasers must provide the Property Management Office with their Confirmation of Sale Form along with a completed Resident Information Form and Pre-Authorization Payment Form (for monthly withdrawal of their common element expenses) **prior to booking the elevator to move in.**
 - Owners or their agents must register their tenant(s) at the Property Management Office and provide the following, **prior to the tenant booking the elevator to move in:**
 - Schedule "A" - Tenant Information Form;
 - Schedule "B" - Summary of Lease or Renewal
 - Schedule "C" - Tenants Undertaking and Acknowledgement

certified cheque deposit; move ins or deliveries a personal cheque deposit. The Security Desk cannot accept cash.

- Due to the busy time at month end move in/out should be made a minimum of 2-3 weeks in advance of the required date.
 - Moving is permitted Monday through Saturday 9am to 12 noon and 1 pm to 4 pm only. Moving is not permitted on Sundays and statutory holidays. **No moving is permitted outside these hours.**
 - Access fobs/cards and garage remotes are de-activated after each move out and must be reactivated through the head security only. Fobs and Remotes may only be activated Monday to Friday between 7 am to 3 pm.
 - Prior to the elevator being put on service an owner or tenant may be requested by security or the Management Office to provide picture ID.
 - The use and location of any parking and locker spaces that come with the rental or sale agreement.
 - Parking in the exterior or interior visitor parking is not allowed by owners, residents or tenants including temporarily or rental cars. Units that do not include a parking stall must rent from another owner in 219 or 231 Fort York Blvd or make alternate arrangements for off site parking.
10. Any agents or agencies who manage properties in 219 Fort York Blvd for an owner are to register their interest with the Property Management Office along with a copy of the agreement signed by the owner of the suite.
 11. Any "Open House" or similar viewing is strictly forbidden.
 12. No sign, advertisement or notice shall be affixed or placed on any part of the inside or outside of the building or common element.
 13. Due to the number of agents that may participate in an "agents tour" parking for the purpose of the tour may be limited at the discretion of Security.
 14. There is no parking allowed in front of 219 Fort York Blvd or on any of the interior drive aisles. Agents and/or prospective purchasers will be allowed to park in the 219 Fort York Blvd exterior and interior Visitors Parking, if parking spaces are available, for agents and clients.
 15. Agents and prospective purchasers require a current parking pass clearly displayed on the driver's side of the dashboard.
 16. Smoking is not permitted within the common grounds interior or exterior (back entrance drive is an exception)

President

Secretary



CONDOMINIUM RESIDENCES

TORONTO STANDARD CONDOMINIUM CORPORATION NO.1754

Owner(s) Authorization to Allow Real Estate Agents to Enter Property

I, _____ being the owner of Suite No. _____ 219 Fort York Blvd, Toronto, ON, hereby designate _____ (real estate agent) of _____ to enter the above noted suite listed for purposes of sale / lease / rent.

FROM THE _____ DAY OF _____, 20__.

TO THE _____ DAY OF _____, 20__.

Showings and viewing are by appointment only made through the designated Real Estate Agent. The designated Real Estate Agent should notify the Security Desk of any booking appointment to show the unit. The designated Real Estate Agent must grant permission for any other agents to use the lock box.

I UNDERSTAND AND AGREE that any tenant occupying the unit must also give written authorization to enter.

OWNER(S) NAME IN FULL: _____

OWNER(S) SIGNATURE: _____

DATE: _____

Tenant/Resident(s) Authorization to Allow Real Estate Agent(s) to Enter Property

I, _____ and _____ being the tenant/resident(s) of Suite No. _____ 219 Fort York Blvd, Toronto, ON, hereby allow real estate agent(s) designated by the owner of the above noted suite to enter into the suite during the time and dates mentioned below for the purpose of sale/lease/rent.

FROM THE _____ DAY OF _____, 20__.

TO THE _____ DAY OF _____, 20__.

I UNDERSTAND AND AGREE that the owner of my suite must also grant authorization to enter in writing.

TENANT/ RESIDENT(S) NAME IN FULL: _____

TENANT/RESIDENT(S) SIGNATURE: _____

DATE: _____

Acknowledgement of Real Estate Agent

I have read Real Estate Agent-Agency Rules and agree to the terms and conditions set out therein. Real Estate Agent(s) must register at the Security Desk upon entering the property.

LOCKBOX PLACED IN STAIRWELL: (circle one) YES NO

REAL ESTATE AGENT'S NAME: _____ SIGNATURE: _____

NAME OF REAL ESTATE BROKER COMPANY: _____

ADDRESS AND TELEPHONE NUMBER: _____

DATE: _____

MANAGEMENT/SECURITY SIGNATURE: _____