



ELEVATOR RESERVATION AGREEMENT

Reservation Requested by: _____
(Resident's Name)

Outgoing Resident: _____

OR

Incoming Resident: _____

Suite No. _____

Business Phone: _____

Home Phone: _____

The Reservation Request is for (*building name*) for the use of a service elevator for the purpose of (please indicate one):

- a full move-out
- a full move-in
- a partial move
- suite refurbishing

A \$500 refundable damage deposit payable by regular cheque, bank draft, money order or certified cheque payable to “*The Local at Fort York*” must accompany the agreement. The deposit is refundable provided no damage has been caused to the elevator or to any common elements during the move. The cost of repairing any damage will be deducted from the deposit. Repair costs in excess of \$500 will be charged to the person moving or to the owner of the suite.

The requested date and time of the use of the service elevator shall be:

Day: _____

Time: From _____ to _____

Month: _____

Date: _____

Moving may take place during the following hours:

Monday - Sunday

8:00 a.m. - 10:00 a.m.
10:00 a.m. - 12:00 noon
12:00 noon - 2:00 p.m.
2:00 p.m. - 4:00 p.m.
4:00 p.m. - 6:00 p.m.
6:00 p.m. - 8:00 p.m.

Holidays

NO MOVE-INS

I understand and agree to the following conditions:

1. I will be held liable for all damages which may occur as a result of the use of the elevator by me or my agents.
2. I will only employ professional licensed and bonded movers to conduct my move.
3. Moves in or out may be made only by appointment, approved by the Management Office.
4. The use of the elevator for moves must be reserved.
5. All empty boxes and moving cartons are to be dismantled and removed immediately from the corridors.
6. No blockage of corridors, or in front of the elevators will be allowed.
7. *The Local at Fort York & Brookfield Condominium Services* will not be held liable for any costs pertaining to the delay, if any, in our receiving the elevator as booked above.

I HEREBY ACKNOWLEDGE that I have read the agreement as presented above and hereafter, I agree to the Rules and Regulations in force at The Local at Fort York from time to time, and I hereby accept all of the conditions contained herein and in the Rules and Regulations.

Applicants Signature

Date