

A RESIDENT'S GUIDE TO LIVING AT ALLEGRO

TORONTO STANDARD CONDOMINIUM CORPORATION NO. 1424

TSCC 1424

OFFICIAL RESIDENT'S MANUAL

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TORONTO STANDARD CONDOMINIUM CORPORATION NO. 1424 (ALLEGRO)

The following Rules are made pursuant to the Condominium Act 1998, S.O. Chapter 19 shall be observed by all owners and occupants of the Units, their tenants, guest and invitees.

Any losses, costs or expenses incurred by the Corporation by reason of a breach of any Rules in force from time to time by any Owner, his family, tenants, guests, agents, servants, invitees or occupants of his Unit shall be borne by and paid for by such Owner and may be recovered by the Corporation in the same manner as Common Expenses.

RULES AND REGULATIONS

1. STORAGE OF PROPANE AND NATURAL GAS TANKS

- (a) No propane or natural gas tank may be stored or placed on any part of the common elements or within a Unit unless there is satisfactory air ventilation sufficient to remove any propane or natural gas that may be vented from the propane or natural gas tank in compliance with any applicable Federal, Provincial or Municipal requirements.
- (b) In the event the propane or natural gas tank forms part of a motor vehicle propulsion system, the owner or said motor vehicle may not park same within the enclosed parking garage area.

2. SECURITY

- (a) No repairs, installations or maintenance shall be made to any part of the common elements by any unit owner or occupant unless under the strict supervision of the manager.
- (b) Owners shall supply the names of all residents and tenants of all dwelling units.

3. QUIET ENJOYMENT

- (a) No owner or occupant shall create or permit the creation of or continuation of odour, noise or nuisance, which in the sole discretion of the Board of Directors or manager, may or does disturb the comfort or quiet enjoyment of the property by other owners or occupants, or their families, guests, visitors, servants and persons having business with them.
- (b) No noise, caused by an instrument or any device, or otherwise, which in the sole discretion of the Board of Directors or manager disturbs the comfort of any other occupant of the property shall be permitted.

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- (c) No auction sales, private showing or public events shall be allowed in any unit or the common elements, unless approved prior to the event by the Board of Directors.
- (d) No mops, brooms, dusters, rugs or bedding shall be shaken or beaten from any windows, doors, or balconies or those parts of the common elements over which any owner or occupant has exclusive use. Only seasonal furniture is allowed on patios or balconies.

4. MOTOR VEHICLE CONTROL

- (a) Except where otherwise posted, the fixed speed limit for motor vehicles or bicycles on the common elements shall be eight (8) kilometres per hour. Parking is not permitted on any part of the common elements other than designated parking areas.
- (b) No trucks, trailers, boats, snowmobiles, mechanical devices, toboggans, machinery, equipment or non-operating motor vehicles of any kind shall be parked on any part of any Unit or on the common elements, provided, however, that trucks may be parked temporarily in the loading areas for the limited purposes of loading or unloading such trucks.
- (c) No car washing shall be permitted except in an area which may be designated in writing by the Board of Directors.
- (d) No repairs, lubrication and/or oil change shall be made to any motor vehicle on any Parking Unit or on the common elements nor shall any motor vehicle be driven on any part of the common elements other than a driveway or parking area.

5. SAFETY

- (a) Nothing shall be placed on the outside of window sills or projections.
- (b) Water shall not be left running unless in actual use.
- (c) Nothing shall be thrown out of the windows or the doors of the property.
- (d) The owner or occupant shall not overload existing electrical circuits.
- (e) No storage of coal or any combustible or offensive goods, provisions or material shall be kept on the property.

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- (f) No owner or occupants shall do, or permit anything to be done in his unit, or have or keep anything therein which will in any way increase the risk of fire or the rate of fire insurance on any building or on property kept therein; or obstruct or interfere with the rights of other unit owners or occupants, or in any way injure or annoy them; or conflict with the regulations of the Fire Department, or with any insurance policy carried by the Corporation or any owner; or conflict with any of the rules and ordinances of the Board of Health, or with any statute or municipal by-law.
- (g) No electrical sauna shall be installed without satisfactory inspection by the Ontario Hydro or other relevant governmental authority, which inspection shall be filed with Management and the written approval of the Board of Directors is obtained.
- (h) Barbecues may only be used on the common elements designed for such use by the Board of Directors. Barbecues shall not be used on any balcony or terrace.
- (i) No person shall smoke on the interior common elements.

6. APPEARANCE

- (a) No awnings, shades or reflected coatings shall be erected over the outside or inside of windows without the prior written consent of the Board of Directors. The Board of Directors shall have the right, in its absolute discretion, to prescribe, to prescribe the shape, colour and material of such awning or shades to be erected. **ALL SHADES OR OTHER WINDOW COVERINGS SHALL BE OFF-WHITE ON THE EXTERIOR FACE AND ALL DRAPERIES SHALL BE LINED IN OFF-WHITE TO PRESENT A UNIFORM APPEARANCE TO THE EXTERIOR OF THE BUILDING. THIS SHALL BE STRICTLY ENFORCED.**
- (b) No sign, advertisement or notices shall be inscribed, painted, affixed or placed on any part of the inside or outside of the building or common elements, whatsoever, without the prior written consent of the Board of Directors.
- (c) No clothesline, antenna, aerial, tower or satellite dish or other similar structure shall be erected on or fastened to any part of the common elements, exclusive or otherwise or to any Unit.

7. GENERAL

- (a) No on shall harm, mutilate, destroy, or alter any of the landscaping work on the property namely grass, trees, shrubs, hedges flowers or flower beds.
- (b) No building, structure or tent shall be erected and no trailer, either with our without living, sleeping or eating accommodations, be placed, located or kept or maintained on the common elements.

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- (c) Any loss, costs or damages incurred as a result of a breach of any Rule contained herein, by the owner or occupant or guests, servants or agents of such owner or occupant, shall be borne by such owner or occupant and may be recovered from such owner or occupant in the same manner as common expenses.
- (d) Each pet owner shall ensure that any defecation by his or her pet is cleaned up immediately so that the Common Elements are neat and clean at all times. Should a pet owner fail to clean up after his or her pet, the Board of Directors may deem such pet to be a nuisance, and the owner of such pet shall, within two (2) weeks of receipt of a written notice from the Board of Directors or Manager requesting removal of such pet, permanently remove such pet from the property.
- (e) No Owner shall permit an infestation of pests, insects, vermin or rodents to exist at any time in his Unit or adjacent Common Elements.
- (f) The water closets and other water apparatus shall not be used for purposes other than those for which they are constructed and no sweepings, garbage, rubbish, rags, ashes or other substances shall be thrown therein. Any damage resulting to them from misuse or from unusual or unreasonable use shall be borne by the Owner who, or whose family, guests, visitors, servants, clerks or agents shall cause such damage.
- (g) The Owner shall not place, leave or permit to be placed or left in or upon the Common Elements (including those of exclusive use) any debris or refuse, and the Owner shall tightly wrap all garbage in polyethylene or plastic bags and tie and place them in the designated collection area and in the container, if any, provided for such purpose, or as otherwise directed by the janitor or agent of the Board, and the Owner must maintain strict sanitary conditions at all times. Where a recycling program has been instituted, the Owner shall wrap or otherwise dispose of all such recyclable material in the container or containers and in the location designated for such recycling.
- (h) The sidewalks, entry passageways, walkways and driveways used in common by the Owners shall not be obstructed by any of the Owners or used by them for any purpose other than for ingress and egress to and from their respective Units.
- (i) Household furniture and effects shall not be taken into or removed from any Unit except at such times and in such manner as may have been previously consented to and approved by the Board or its Manager, nor shall any heavy furniture be moved over floors or the halls, landings or stairs, so as to mark them.
- (j) No mops, brooms, dusters, rugs or bedding shall be shaken or beaten from any window, door or those parts of the Common Elements over which the Owner has exclusive use. Only seasonal furniture is allowed on balconies. No hanging or drying of clothes is allowed on balconies or patios and balconies or patios shall not be used for storage.

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- (k) No person shall rollerblade or skateboard on the common elements.
- (l) Bicycles shall not be taken on the elevators or through the lobby, and shall be stored in the bicycle storage areas or in Bicycle/Storage Units.

8. STORAGE OF PERSONAL PROPERTY ON COMMON ELEMENTS

- (a) No person shall leave personal property on the common elements other than exclusive use common elements, and only seasonal furniture may be left during the spring, summer and autumn on any patio or balcony.
- (b) Upon receiving written notice from the Board or the Manager to do so, the owner shall remove his personal property from the common elements within seventy-two (72) hours of receipt of such notice.
- (c) If the Owner fails to remove such personal property from the common elements within seventy-two (72) hours of receipt of notice from the Board or Manager, the Board or Manager shall have the right to remove such personal property from the common elements and store it in a separate, secured area at such locations as the Board or Manager deem advisable, all at the cost of the Owner, and the Board or Manager may charge to the Owner such fees as the Board or Manager deem advisable.
- (d) Upon removal of the personal property by the Board or Manager, the Board or Manager shall cause to be served on the Owner a notice that such goods have been removed. If the personal property has not been claimed by the Owner within thirty (30) days of the date of the notice or such greater time period as may be specified in the notice, the personal property may be disposed of by the Corporation in accordance with the provisions of the Warehouses Receipts Act or other similar legislation from time to time in force.

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Allegro

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Dear Residents:

Re: Emergency Information Form

In order to ensure your safety during an emergency situation in your building, we are asking your cooperation in filling out the information requested below on any person(s) residing in your unit who would require special assistance in an evacuation.

This confidential information is made available only to the Toronto Fire Service upon their arrival at the building.

All information received will be kept confidential and will enable us to be of assistance in the event of an emergency evacuation (i.e. fire).

Please return the completed form to the Office at your earliest convenience.

(Detach Here & Return)

PLEASE PRINT:

Name(s): _____

Unit No.: _____

Telephone No. _____

Particulars of any handicap or medical problems concerning yourself or a family member that would require assistance in an emergency situation (i.e. difficulty walking):

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Enterphone Information for the Allegro

Suite: _____

Your Enterphone number is: _____ Name on Directory: _____

- The enterphone system is hardwired in the building.
- You cannot link the enterphone to your cell phone.
- You do not need an active phone line to use your enterphone.
- Plug in any phone to your kitchen telephone jack to use your enterphone.
- When the phone rings, check the cameras at the front and back entrance vestibules via your Roger's cable T.V. channel 59 or 998 to see who is calling you.
- Press 6 to release the door.
- Your visitor/delivery must sign in with Security and await release of the elevator.

IMPORTANT NOTES:

1. Security relies on your guests/delivery obtaining access permission by using the enterphone system. Should you not have a phone plugged in, ie. your enterphone operational, Security must receive telephone confirmation from a register resident of the suite, to grant access permission for your guest/delivery. Your visitor may experience delays in accessing the building, should Security be attending to another issue or not be available. Access will not be granted to any visitor should verbal confirmation be unavailable. **TO AVOID ANY INCONVENIENCE TO YOURSELF OR VISITORS, WE STRONGLY RECOMMEND THAT YOU USE THE ENTERPHONE SYSTEM.**
2. When subscribing to companies such as *Roger's* you should be aware that their telephone service is provided through the cable lines. This is different from a regular phone company such as *Bell* which provide phone service through the telephone lines, already existing in the building. Upon installation of a *Roger's* telephone through your cable, your enter phone may get inadvertently disconnected to ensure this does not happen you must ensure one phone jack put aside exclusively for your enterphone to function. **PLEASE ENSURE YOU TEST YOUR ENTERPHONE BEFORE YOUR INSTALLATION CONTRACTOR LEAVES THE SITE.**

With a regular telephone service through the phone lines, this would not be an issue because your enterphone is already connected through these telephone lines. Be aware that residents who have installed cable telephone are responsible for the cost of any service call to repair their enter phone due to damage or disconnection during the installation of cable telephone.

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Garbage Disposal Instructions:



ORGANIC WASTE

Bring your organic waste to Recycling Room (lobby level near mailroom) inside your organics bin. Your organic waste must be in a TIED PLASTIC BAG and deposited into the ORGANIC WASTE CHUTE ONLY.



CLOTHING AND SHOES DONATIONS

Bring your donations to the Recycling Room and deposit into the black bin labelled Planet Aid.



RECYCLING

Bring your recyclable material to Recycling Room and deposit into the RECYCLING CHUTE ONLY. **Please bring all boxes down to the recycling room- DO NOT THROW BOXES DOWN THE CHUTE.



GARBAGE

Deposit into the garbage chute between the hours of 8:00 a.m. and 10:00 p.m. Push the garbage down the chute in TIED PLASTIC BAGS. Never put loose garbage, pet waste or chemicals down the garbage chute. LARGE GARBAGE BAGS MUST BE BROUGHT TO THE RECYCLING ROOM.

Allegro Amenities Price List:

BIKE RACK	\$25.00 Initial \$15.00 Annual Renewal
ELEVATOR	\$200.00 SECURITY DEPOSIT
FOB	\$25.00 One per resident ONLY
GARAGE REMOTE	\$50.00
LOCKER	\$10.00
MEETING ROOM	\$25.00 RENTAL \$75.00 SECURITY DEPOSIT
PARTY ROOM	\$100.00 RENTAL \$200.00 SECURITY DEPOSIT
MAILBOX LOCK	\$30.00

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Chapter One GENERAL INFORMATION

ALLEGRO ADDRESS

Your building address is 909 Bay Street
Your postal code is M5S 3G2

The Concierge Desk in the main lobby operates 24 hours a day, 7 days a week. The phone number for the Desk is (416) 925-5960.

PARKING

Please ensure that you park only in your correct space as failure to do so could result in your vehicle being tagged and towed.

LOCKERS

It is your responsibility to provide a suitable padlock. All contents should be insured, as management cannot assume responsibility for contents. Please note that it's against the fire regulations to store any toxic or hazardous materials in your storage locker.

LOCKS

In accordance with your condominium documents, management must have a key to your suite to allow access in case of an emergency. Accordingly, if you change the lock to your suite, it must remain mastered to the building's master key system.

We would like to remind you that you are not permitted to add locks, doorknockers, bells or security systems to the outside surfaces of the door and frame.

GARAGE INTERCOM

Strategically installed throughout the garage area and exercise room, there are intercom stations to be used in case of an emergency. The Concierge monitors the intercom stations 24 hours a day.

EMERGENCY SPEAKERS AND SILENCER

A speaker(s) is provided in each suite; the building fire alarm sounds through this speaker. It also enables the Fire Department to communicate to the Residents the status of the alarm. One silencer button is provided per suite in order to shut off the speaker(s) within the suite. The silencer shuts off the horns in the suite for 10 minutes.

If the Fire Alarm has not been reset, after 10 minutes horns will sound again. Paging from the vestibule/annunciator overrides the silencer.

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VISITORS/TRADESMEN

The visitor parking area is located on the P-1 level of the parking garage. All visitor/tradesmen will have to attend the Security Desk prior to accessing the garage. The Concierge will then ask them which suite they are visiting, ask for their name and license plate number and provide a parking pass which must be displayed.

When you are expecting a guest/tradesmen, please call down to the Concierge and advise them of the name of your guest. When your guest arrives, the concierge will call your suite to confirm that your guest has arrive and will allow them entry onto the elevator (entry to the building is by a small elevator that is located in the middle of the visitor's parking garage). When they reach the lobby level the Concierge will allow them onto the elevators providing they have confirmed with you that you are expecting a guest or tradesmen.

If the concierge has not been advised in advance of a guest/tradesman wishing to see you, your guest must use the enterphone in the front or rear lobby to contact you and for you to allow them entry into the building. Please call the Concierge desk and advise them to allow them onto the elevators. If you are expecting guests at a time when you won't be home, you will be required to fill out a form the Concierge Desk instructing us to allow entry. If a form is not completed, your guests will be refused entry. These procedures have been put in place in order to maintain a high level of security for all our residents.

DELIVERIES

Please complete the indemnification form available from the Concierge Desk so that the Concierge may accept small packages and flowers. You will then be notified by phone or by a tag on your mailbox that a delivery has arrived.

TERRACES/BALCONIES

There areas are part of the common area, although they are for your exclusive use. Accordingly, the use is governed by the Documents.

The storage of furniture or hazardous chemicals is not permitted. Any balcony flooring that you may install is to be of temporary nature, to be removed November through April. Anchors for window maintenance are located on most terraces and should be accessible at all times.

Please do not throw items such as cigarette butts, beverages cans, soapy water, gum, shaking of mats or any other miscellaneous debris over your balcony. By practicing such causes, Residents with open terraces will be the unwanted recipients of this debris. Please consider alternative methods such as vacuuming your mats or bring them down to the rear loading area and shaking them out. Carefully damp mop your balcony railing and the floor.

Use of barbeques of any kind, are not permitted.

IMPORTANT

Please be courteous and do not throw items over your balcony or allow water to flow down from your balcony.

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GARBAGE ROOM

SEE GARBAGE INSTRUCTIONS INCLUDED WITH THIS PACKAGE

In consideration of your neighbours, please do not use the garbage chute after 10:00 PM or before 8:00 AM.

PETS

In accordance with the Condominium Documents, no more than one (1) dog OR two (2) cats are permitted in each suite and there is a weight restriction not to exceed twenty-five (25) pounds.

We have a pet registration program in place and as that all Resident participate. We as that all dog owners abide by the following rules:

- **DOGS ARE ALL** to be on a leash when in the common areas; dogs are to be walked using the back entrance only and you are responsible to clean up after your pet.
- **CATS ARE NOT** permitted to run free in the common areas. When disposing of litter, **DO NOT** use the toilet. Litter must be properly bagged and brought to the disposal container provided for you at the rear of the building. **DO NOT THROW KITTY LITTER DOWN THE CHUTE OR TOILET.**

Chapter Two ABOUT CONDOMINIUMS

BACKGROUND AND KEY TERMS

A condominium is a legal description, rather than a type of home. In a condominium, each property owner owns some of the property outright (usually their individual unit) while the rest of the property is owned jointly with others.

The portions of the property that are owned jointly are referred to as "Common Elements".

THE CONDOMINIUM CORPORATION

A condominium corporation is a non-profit corporation set up to manage the entire condominium property and any asset that the corporation may acquire (interest on monthly fees, for example).

In carrying out its objective, the corporation has the duty to effect compliance by the owners with the Act, the Declaration, the By-laws and the Rules.

A Board of Directors elected by the owners manages the condominium corporation.

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Included in this document are the current Rules and Regulations of Toronto Standard Condominium Corporation No. 1424 (T.S.C.C 1424).

DUTIES AND RESPONSIBILITIES

The Property Manager is responsible for the care and upkeep of the common elements only. They report to the Board of Directors.

MANAGEMENT OFFICE

The office is located on the ground floor, behind the Concierge Desk.

The phone number is (416) 925-4673. The fax number is (416) 925-5362 and our email address is allegrocondo@rogers.com.

YOUR SUPERINTENDENT

In case of emergency, Residents are directed to call the Concierge Desk, and the Superintendent on Duty, will be paged by Security, if it is an emergency.

Chapter Three **IN-SUITE MAINTENANCE**

SUITE ENTRY DOOR

Your suite entry door is equipped with an automatic door closer, which will automatically close the door behind you. This is a fire code requirement and must not be removed. Please note that once the door closes, you still have to lock the door.

The suite entry door is part of the common elements and altering its appearance in any manner contravenes the Condominium Documents. Installing a knocker or decoration of any kind is not permitted. Entry doormats are not permitted in the common corridor.

As the hallways are pressurized to allow proper air circulation and exhausting, the installation of weather-stripping is not allowed as it interferes with the property balancing of these functions.

HEATING & AIR CONDITIONING

Your suite is heated and cooled by a vertical fan-coil system. Depending on the size of your suite, you may have one or two fan coil units that are controlled individually. You will notice outflow grills (supply air) in each of the larger rooms of your suite. The air intake grill (return air) is located at the bottom of the large grill service panel. To function properly these grills must be kept clear of furniture and pictures. The panel located

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just above the air intake grill lifts up so that the filter can be changed. It is recommended that this filter be changed at the start of the heating season and at the start of the air conditioning season.

With the vertical fan coil system, it is not possible to supply air conditioning in the heating season or heat in the air conditioning season as we only have either heating or air conditioning at one time. The system is not equipped to give you both simultaneously.

Heating will be provided until such time as the weather warrants the need for air conditioning, generally mid-May, and as directed by your Board of Directors.

The thermostat controls both the heating and the air conditioning. The fan switch on the bottom left corner of the thermostat is to be set at the desired speed (Lo, Med or Hi). The bottom right of the thermostat enables you to set the unit to either "cool", "off" or "heat" depending on the season. The top left dial enables you to set the desired temperature. Should the fan coil unit not function, check the breaker panel to ensure that the appropriate breaker is on. Under no circumstances should the service panel be opened by other than a qualified serviceman. Your superintendent will be happy to check the unit and if he is unable to correct the problem he will arrange for the technician to examine it.

CONDENSATION

Condensation on your windows is caused by an excessive amount of humidity/moisture in the air. It usually occurs in the winter when the air outside is very cold and the inside air is warm. As your suite is virtually air tight, there are a few guidelines that should be followed in order to eliminate condensation and prevent associated moisture damage:

- Always use the bathroom fan when using the shower or bathtub.
- Always use the microwave/exhaust hood fan when cooking.
- Always use the fan in the laundry room when operating the dryer (already interconnected when dryer is on).
- Always run the fan on your heating/air conditioning system to keep the air moving.
- Do not keep an excessive amount of plants in your suite.
- Do not install weather stripping around the entry doorframe, as it prevents the normal circulation of air.
- Humidifiers should be used with caution, and only where deemed necessary, as they are a prime source of excessive moisture when not used properly.
- Open a window occasionally, even just a crack, to change the air inside your units.
- Please note that you should familiarize yourself with the proper operation and maintenance of your ventilation systems "not only to control indoor air quality and humidity.

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ELECTRICAL PANEL

Depending on your suite type, the breaker panel is located either in the laundry room, storage closet or in its own small closet.

The breakers are labelled. Should an electrical outlet/light fixture/appliance/fan coil unit not function, check the panel and reset the breaker if necessary. Each has a switch with an "on" and "off" position indicated.

When a breaker has "tripped", it will be in the centre position. To reset, simply switch it to the "off" position and then back to "on". The breaker is now reset and there should be power at the source.

GROUND FAULT CIRCUIT INDICATION (G.F.C.I)

G.F.C.I.'s are automatically grounded electrical outlets. These are used in bathroom as the electrical outlet is close the sink and there is usually a lot of moisture in the air. The G.F.C.I. is like a regular electrical outlet except that it has two buttons, "test" and "reset". Should the electrical outlet not work, simply push the "reset" button and power should resume. In some cases the breaker may trip. If the G.F.C.I. continually trips, the appliance you are using may have a faulty wire.

PLUMBING FIXTURES

Maintenance and repairs inside the suite are the responsibility of the owner. The toilets and other apparatus must not be used for any purpose other than, for which it is intended and please be advised do not flush kitty litter rice, sanitary napkins down the toilet this may clog the sewage pipe and you will be held responsible for any damage that may result.

IN-SUITE WATER SHUT OFF VALVES

You plumbing fixtures are equipped with shut off valves:

Kitchen: below the sink or in the cabinet beside the sink

Bathroom: one under the vanity of the sink and one beside the toilet on the back wall

Laundry: on the wall at the hose connection, beside the washer

The water should be turned off in the event of a prolonged absence from the suite as a safety precaution.

Contact the Superintendent for a demonstration on how to shut off these valves.

NEVER RUN YOUR APPLIANCES WHEN YOU'RE NOT AT HOME.

LAUNDRY ROOM

You must empty your lint trap regularly to ensure an accumulation of lint does not build up in the vents.

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FREQUENTLY ASKED QUESTIONS

HOW CAN I KNOW MY RESPONSIBILITIES AS A RESIDENT OF A CONDOMINIUM?

Every condominium has a set of governing documents consisting of: (1) a declaration; (2) one or more bylaws; and (3) rules. As a resident of the condominium you are required by law to abide by the provisions found in those documents as well as the Condominium Act, 1998. You should read them carefully to understand what you can and cannot do as a resident of the condominium. Both a tenant and the owner of your unit can be held responsible for any breach of those provisions by you. If a resident continues to breach those provisions, the Condominium Act, 1998, gives the Condominium Corporation the authority to take that person to court and even to seek an order from the court terminating a tenancy.

WHAT DO I DO IN EMERGENCIES?

In the unlikely event that an emergency situation occurs in your unit call 911; then advise Security at tel: 416-925 5960.

CAN I PUT UP WINDOW COVERINGS?

Yes, however, according to the Declaration/Rules window coverings in all units must be white on the side facing the exterior of the building to ensure a uniform appearance from the outside.

WHAT ABOUT VISITOR PARKING?

The Board of Directors has approved the following policy for Visitor Parking at 909 Bay Street. You are asked to advise your visitors of these procedures prior to them arriving at 909 Bay. Security Staff are required to enforce this policy indiscriminately with all residents, owners and visitors.

- Alert Security that you are expecting a visitor. Programme the Security Desk Number into your telephone (416) 925-5960.
- Advise your visitor to pull up at the rear entrance, and buzz the security desk from the rear entrance door. Your guest must obtain their parking pass at the Security desk.
- Security will call your suite to verify you are expecting a visitor before issuing a pass or allowing your visitor to enter the garage.
- If you are not at home or do not answer, NO pass is given and your visitor must return to their vehicle and vacate the driveway area.
- Once permission is authorized, and pass is issued, visitor returns to their vehicle, drives to the garage ramp and buzzes security for access.
- Visitor parks their vehicle and uses visitor elevator to gain entry to the front lobby, where they buzz your suite for entry. If possible please greet your visitor at the lobby area and escort them to your suite.
- Advise your visitors of the need to sign in at the Security Desk before they are allowed to use the elevator.
- Visitor Parking spaces are granted on a FIRST COME FIRST SERVED BASIS.
- Residents of Allegro are NOT permitted to park in Visitor Parking.
- Maximum parking pass allowed is 72 hours.

A RESIDENT'S GUIDE TO LIVING AT ALLEGRO

TORONTO STANDARD CONDOMINIUM CORPORATION NO. 1424

WHAT ABOUT SMOKING?

Smoking is not allowed in common areas such as lobbies, hallways, recreation rooms or underground parking garage. If second hand smoke becomes a nuisance to adjoining residents you may be asked to take measures to curb it, such as buying an air filter, keeping your windows/doors closed or not smoking on your balcony/patio.

DO NOT THROW YOUR CIGARETTE BUTTS OVER YOUR BALCONY RAILING. This can cause injury or fire to a person or object below.

ARE THERE RULES ABOUT NOISE?

Allegro Rules state:

No owner or occupant shall create or permit the creation of, or continuation of any noise or nuisance which in the sole discretion of the Board of Directors or manager, may or does disturb the comfort or quiet enjoyment of the property by other owners or occupants...

(3. a) TSCC 1424 Rules and Regulations

Noises emitting from loud stereos, parties and pets are not appreciated by neighbours and can result in court proceedings. If court proceedings are undertaken by the Condominium Corporation, the costs can often be recovered from the unit owner and the occupants of the unit. The costs are usually in the thousands of dollars. It is crucial to ensure that the rules about noise (and the rules generally) are complied with as there are efficient enforcement mechanisms set out in the Condominium Act, 1998.

CAN I USE THE RECREATIONAL FACILITIES?

The recreation centre is open 24 hours and is located on the second floor.

WHERE DO I GET KEYS, FOBS AND GARAGE REMOTES?

All keys, fobs and remotes are issued to you by the landlord initially. You will need to contact the management office and pay a fee to replace them, if they are lost or broken.

ACCESS FOB USAGE POLICY

- Access Fobs are non-transferable meaning the fob can only be used by the registered fob holder.
- Only registered residents and owners may possess and use an access fob.
- Only one access fob is permitted per registered resident/owner.

*Failure to comply with this policy will result in immediate deactivation of the Access Fob

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ARE THERE RESTRICTIONS ON THE USE OF COMMON ROADWAYS AND DRIVEWAYS?

No Parking in the rear driveway; all vehicles will be tagged and towed.

For the safety of all residents, skateboard riding, ball throwing, street games (ball hockey, soccer) are not permitted on the driveway or parking areas. Under the Condominium Act, 1998, all dangerous behaviour is prohibited on condominium property. You should be very careful to drive at safe speeds, even if no speed limit is marked.

WHAT DO I DO ON MOVING DAY?

The Allegro has rules respecting moving furniture in and out. You have to reserve an elevator in advance and pay a damage deposit. Moving is prohibited on Sundays and holidays and require you move in or out only during designated hours. Call the Property Manager or Security for more information.