



MOVING AGREEMENT

9 BOARDWALK DRIVE

Moving IN _____ Moving OUT _____ Delivery _____

Form Submission Date _____ Suite _____

Name (First & Last) _____ Owner / Tenant (please circle)

Home Phone # _____ Work Phone # _____ Cell Phone # _____

SCHEDULED DATE & TIME

Day _____ Month _____ Year _____ Day of Week _____

Time Period for Move _____

1. Name of Moving Company _____
2. Self Move YES / NO Private Movers YES / NO Bonded YES / NO
3. Does your present insurance cover possible property damage to TSCC 1626 during the move?
YES / NO or this is covered by the Moving Company? YES / NO
4. New Address and phone number

RESERVATION

This reservation is for Boardwalk II, Toronto Standard Condominium Corporation No. 1626, 9 Boardwalk Drive, Toronto, ON for the use of moving. Moving hours are strictly between 8 AM and 8 PM. Moving on Sundays or statutory Holidays or outside the agreed fixed hours are not permitted. Please note that this reservation form, together with the required deposits and fees must be submitted and paid at least Three Days before the date of use.

NOTE: A call by phone does not constitute a reservation; the desired date may be forfeited if all monies are not paid together with the application form at least Three Days before use.



I / WE UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. Deposits

I / We agree to deposit with TSCC 1626, upon signing the Agreement and at least one week in advance of moving out or into the building or before moving floor to floor, a refundable security deposit of \$300.00 by certified cheque, or money order payable to TSCC 1626. This amount will be refunded not earlier than three working days after the completion of the move and provided no damage has been caused to the common elements, and less any cost of removing any debris left on or about the common elements.

2. Liability

I / We agree that I / We will be held responsible for all damages which may occur as a result of the use of the elevator by myself, my family or agents. The suite owner bears the ultimate responsibility for all damages. Should the cost of the repair exceed the amount of security deposit I / We agree to pay the excess to TSCC 1626 on demand. I / We also accept the decision of the Property Manager or the Property Management Company and / or its employees will not be held responsible for any cost pertaining to any delay or other situation that may arise from the move.

3. Moving Appointments

I / We agree that moves may be made only by appointment approved in advance by the Property Manager. All preliminary bookings may be made by calling 416-690-7555 or in person; these must be followed up by submitting the duly completed Agreement, together with the required deposit at least Three Days before the move. It is understood and agreed that moving times must be strictly adhered to. Emergency changes to the above mentioned hereto agreed dates and times are at the sole discretion of the Property Manager.

4. Moving Area and Procedure

I / We agree that all moves must be made through the designated moving areas.. Furniture will not be left in the hallways but will be moved directly to the suite to prevent interference with other residents. **I / We agree that all empty boxes and moving cartons will be dismantled and removed immediately from the hallways. I / We agree that all boxes and cardboard cartons will be flattened prior to placing them in the recycling room. Failure to adhere to this will result in the suite owner being back charged in the amount of \$50.00.** I / We agree that blocking of hallways or in front of the elevators with furniture or boxes will not be permitted. I / We further agree to provide TSCC 1626 all other information, documents, etc, regarding the plan and methods expected to be used for moving. E.g. self-move vehicles, name and addresses of moving and insurance companies, delivery agents, etc.



5. Moving Agreement Forms

I / We agree to duly complete and execute this Agreement Form, available only from the Concierge or Property Manager, at least Three Days prior to the date of moving. I / We agree also that booking by phone or in person does not constitute a definite reservation and may be cancelled unless the Property Manager receives all information and monies at least two weeks before the date of moving.

6. All common elements of the building have been designated as "No Smoking"

I / We hereby acknowledge that I / We have read this agreement as presented above, and I / We accept all the conditions herein and agree to abide by all the rules and regulations in force with TSCC 1626 from time to time.

Signature of Owner / Tenant

Date

Authorized Signature for TSCC 1626

Date



INSPECTION

	BEFORE	AFTER
1. Delivery Entrance (Lobby)	_____	_____
2. Main Entrance Doors	_____	_____
3. Ground Floor Hallway	_____	_____
4. Elevator Doors and Frame	_____	_____
5. Elevator Interior	_____	_____
6. Suite Hallway walls, floors, ceiling	_____	_____
7. All light fixtures	_____	_____
8. Suite doors and thresholds	_____	_____
9. Other	_____	_____

BEFORE MOVING

1. Moving Company_____
2. Vehicle License Plate#_____
3. Movers Arrival Time_____ Any Parking problems_____
4. **Statement of Damage, if any**

Signature of Staff Inspecting:



AFTER MOVING

- 1. Was staff notified of completion of move: YES / NO
- 2. Who was notified: _____ Time notified _____
- 3. Movers Departure Time _____ Was Garbage Removed YES / NO
- 4. Statement of Damage, if any

Signature of Staff Inspecting:

STAFF MEMBERS HANDLING THE MOVE

Before Move Concierge _____ Pads put up by _____

Inspection completed by _____

After Move Concierge _____ Pads removed by _____

Inspection completed by _____

DEPOSIT

\$300.00 BY CERTIFIED CHEQUE _____ MONEY ORDER _____

DAMAGE AND REFUND ASESMENT

Security Deposit \$300.00 Date Returned _____ Amount \$ _____

Less Damages _____ Signature _____

Less other charges _____

Balance for Refund _____