

CONDITIONS OF USE AGREEMENT

To request corporation permission to install a mounted surveillance camera on the front door of an owner's condominium the Owner of the unit, known as the Applicant, must seek approval by submitting and complying with this form. Approval prior to installation is required to prevent damage to common property, protect privacy rights, and to keep an inventory of cameras onsite for safety and security reasons.¹

Please read the Conditions of Use Agreement and complete the application request form.

I **acknowledge** that I must comply with the conditions of use, as per this agreement.

Approval will be denied, varied, or terminated at the discretion of the Board of Directors when deemed necessary.

- ☐ Doorbell cameras can only be installed using the existing peephole.
- ☐ A picture of the device must be submitted with this application.
- ☐ The camera **WILL NOT** record **ANY AUDIO**.
- ☐ Recorded images may only be accessed for **legitimate legal and/or bylaw reasons**.
 - No images will be shared with anyone other than the Board or Condominium Manager, the Police, or other authorized governmental authority.
 - The Board may request access to a recording to assist in a bylaw infraction investigation.
- ☐ Stored information **MUST BE** erased after 90 days from the recording.
- ☐ The camera **CANNOT** be used to violate another person's privacy.
- ☐ The Corporation and the Board are indemnified from any claims that result from a breach or misuse of the recordings by the Applicant (or residents of the unit).
- ☐ The trigger and the recording range of motion for the camera must be set to the absolute minimum. Notes:
 - ✓ Failure to obtain approval for a camera will result in sanctions as outlined in the bylaws.
 - ✓ All current and new cameras must be approved by submitting this application.
 - ✓ Applicants must acknowledge, sign, and adhere to these terms and conditions.
 - ✓ Approval can be revoked at any time at the Board's sole discretion if any of these agreed to terms and conditions have been violated and/or do not comply with privacy laws.
 - ✓ Cameras **CANNOT** be used to harass and/or monitor normal activities of residents and visitors.

¹ Reference information: <https://www.pkflawyers.com/article/surveillance-cameras-in-condominium-settings/>.

Video Doorbell Request Form

www.ppmcondos.ca**Instructions:**

- Read and understand the terms and conditions of this Agreement.
- Submit the form to Converge Condo Management, Dan via email at dan@convergecondo.com, or via mail at 11810 Kingsway NW, Edmonton, AB T5G 0X5.
- Ensure that pictures of the camera are submitted with the form.
- Once the Application is approved the Owner will be contacted by the Condominium Manager.

Personal Information Protection Act (PIPA) Consent

To permit Converge to be able to consider your request to install a doorbell camera, please complete the following form. By completing this form, you give consent to Converge to process this form and contact you, as required. You have the right to cancel your consent at any time in the future.

For questions about the collection and use of this personal information, contact the Board via Converge Condo Management, Dan Shumilin, info@convergecondo.com, 587-462-6762, 11810 Kingsway NW, Edmonton, AB, T5G 0X5.

Owner Information

Name of Owner: _____ Condo #: _____

Tel. #: _____ Email: _____

Picture of Camera Submitted: ☐ Yes Picture of Range of View Submitted: ☐ Yes

Name of Renter(s) if application: _____

Understanding of Agreement

I have read and understand the Conditions of for approval of my application & accept responsibility.

Owner's Signature: _____ Date: _____MM/DD/YYYY_____