

## 45 Lakeshore Road Co-proprietors Association

45 Bord-du-Lac/Lakeshore, Unit 12 East  
Pointe-Claire, Quebec H9S 4H3 514-464-6121 Email: admin@45lakeshore.com

### APPLICATION RE MOVING IN - OUT

PROPRIETOR/TENANT NAME \_\_\_\_\_ UNIT # \_\_\_\_\_

MOVING IN / OUT DATE \_\_\_\_\_

CONTACT INFORMATION: PROPRIETOR / TENANT: Tel # \_\_\_\_\_ Cell  
# \_\_\_\_\_

IF MOVING OUT -FORWARDING ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_

MOVER (MOVING CO) NAME \_\_\_\_\_

PERSON TO CONTACT: NAME \_\_\_\_\_ TEL # \_\_\_\_\_

### REGULATIONS

1. Moves should take place only between 9:30 a.m & 4 pm MONDAY through FRIDAY excluding Statutory Holidays.
2. Mover/Proprietor will be given elevator control during that period.
3. Elevator Control should be exercised only for Loading and Unloading activity. The elevator should not be left LOCKED while not in use.
4. Handicapped and persons with medical problems must be given elevator priority at all times.
5. All moving is to take place via the BACKDOOR entrances.
6. The co-proprietor /Tenant is responsible for entrance security and is to ensure that doors are not left open unattended and that no unauthorized person gains entry to the building.
7. The proprietor/Tenant is responsible for any common area damage and cleaning that may be required.
8. This application should be submitted to the Manager or Superintendent at least 10 days before Moving Date together with a DEPOSIT of \$300.  
The deposit will be refunded minus the cost of any repairs or extra cleaning if required.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Proprietor / Tenant