

Access to the Building

Access to the building

Residents. Entry to the building is gained by using your access remote or through your 24 hour Concierge/Security. The access card/fob works by simply placing it in close proximity to the readers mounted adjacent to the doors. Only registered residents are permitted an access device to enter the building.

Visitors. Visitors will register with the Concierge/Security before entering the building. The Concierge/Security will call to confirm you are at home and willing to have the guest authorized to enter the property. Please note that all staff have been given strict instructions to ensure all guests are announced before entering the building.

NOTE: For Security Purposes we strongly recommend that you DO NOT grant building access to people claiming they have forgotten their access card.

TIPS WHEN EXPECTING GUESTS / VISITORS

- When expecting visitors or taxis, informing security in advance will expedite their admittance.
- If you intend to meet someone in the lobby please contact Concierge/Security in advance to advise them and avoid the guest being turned away.
- Should you experience problems with your guest arriving unannounced please feel free to contact the property management office with the details of the date and time of the occurrence. Residents' input is always welcome.

Access to Your Suite

After obtaining your keys, please drop by the Concierge Desk to register your name and telephone number if you have not already done so.

All suite door keys are on one master key. The master key system allows us to gain immediate access in case of an emergency. Residents are not permitted to change the suite door lock without authorization from the Management Office. Safety chain/double locks, etc., may not be attached to suite entry doors without consent from the Board of Directors.

Suite Access for Outside Individuals

In order for our Concierge/Security to grant access to the building for any individuals, either residents or their guests, you must sign a waiver in advance whereby releasing the Condominium Corporation from any liability. The waiver has been enclosed should you wish to do so for future use. It is your responsibility to provide a suite key for entry to your suite.

Lockers

Access to lockers is provided by a common area key. This gives you access to the locker room only, within the room there are several other lockers separated by caging.

Common Area Access

Should an owner require additional access card please contact the Management Office to purchase them. All keys and access remotes must be turned over to the new owner upon sale of the unit.

Access to the Garage

Access to the parking area is gained by using an Access remote. Residents receive one Transponder per parking space owned. These are considered a part of the dwelling unit. If a transponder is lost or stolen, you must report it immediately to the Property Management Office (at which time it will be de-activated from the system to avoid illegal entry into your community by non-residents). Replacement devices will be available from the Management Office at a fee of \$50.