



Moving Reminders

Please keep in mind these simple reminders when moving:

1. **DO NOT leave any exterior doors** (e.g Front Doors) **propped open** UNLESS someone is at the door verifying that everyone entering has a fob.
2. Be mindful of other residents still using the building. As such, please leave a clear pathway in the lobbies, hallways, and areas by elevators for others.
3. Be mindful that some residents may be sleeping on the floor you are moving into/from, so be as quiet as possible.
4. Record any damage that occurs to walls/building so it can be fixed and report it to the Building Site Manager (Ben Aghai – 604-522-9444) when your move is completed.
5. Moves are only permitted between 9am and 6pm 7 days a week. Moving between 4pm and 6pm should be minimized as this is the “peak use” time for elevators.
6. To schedule/book the elevator for a move in/out, please contact Rob Douglas at 604-501-4424.
7. When you have completed your move, please contact Ben Aghai at 604-522-9444 so the elevator can be returned to normal service.

Failure to comply with these reminders outlined above may result in a bylaw fine of \$200 / incident.

To use the elevator when in “moving mode”, please swipe your fob and then hold the button for the floor you wish to travel to until the doors close