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SOLARISE
AT METROGATE

TORONTO STANDARD CONDOMINIUM CORPORATION 2166

135 VILLAGE GREEN SQUARE, TORONTO, ONTARIO, M1S OG4

RESERVATION OF SERVICE ELEVATOR MOVINGS AND DELIVERIES POLICY AND PROCEDURE

1. The service elevator must be booked for any deliveries, move-ins or move-outs through the Management office. A $200.00 damage deposit via **certified cheque or money order** (NO CASH PLEASE) will be required at the time of reserving the freight/service elevator for move-ins or move-outs or personal deliveries not through the delivery company.

2. Reservations are on a first come first service basis and will only be confirmed upon receipt of the damage deposit.

3. The Superintendent and/or Security guard will inspect the service elevator, before releasing the elevator for use. You must sign off the inspection form for both the before and after inspection.

4. Upon inspection of the elevator after the move is completed, the Damage Deposit of $200.00 will be returned (if no damage to the elevator, moving room and corridors has occurred as a result of the move). The damage deposit will be returned only upon receipt of the fully completed inspection form and if after hours, the following business day.

5. In the event of damage to the elevator, or the Common Elements, the Damage Deposit will be forfeited to offset the cost of repair for any damage caused by the move, in or out or personal deliveries. If such damage is less than $200.00 the unused portion of the deposit will be refunded. If damage to the Elevator or Common Elements exceeds $200.00, the owner will pay such excess to the Corporation, on demand, and such excess is deemed to be an additional contribution to Common Expenses and recoverable as such. Certified Cheque/Money Order should be made payable to T.S.C.C. No. 2166.

   The amount of such damage will be assessed by the Property Manager, whose decision is final.

6. The service elevator is available only between the hours of 8:00 a.m. to 8:00 p.m., Monday to Sunday. The service elevator is available to be booked **FOR FOUR MOVES PER DAY ONLY**. Residents who exceed their allotted time frame may forfeit a portion of their deposit to the person(s) scheduled after them who incurs additional time expense from their movers.

   MOVING INS/OUTS OR DELIVERIES ARE NOT PERMITTED ON STATUTORY HOLIDAYS.

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7. The elevator will be put on service only when your moving vehicle has arrived in the loading area. The Corporation will endeavour to have the service elevator available for you at the booked time, however the Corporation cannot be held responsible for any additional moving expenses incurred by the resident as a result of mechanical failure of the service elevator. In that event, arrangements will be made to repair the service elevator immediately, or failing which, another elevator will be utilized.

8. All cardboard boxes must be broken down and disposed of in the large trash bins located in the garbage room on P1. If the boxes are not broken down and disposed of properly, a service charge will be applied to the owner of the unit responsible.

9. No large items are to be left behind or disposed of in the large trash bins. Residents must make their own arrangements to dispose of large items, such as appliance and carpet. These items are not allowed to be left in the loading area. If disposal is not made and large items are left in the loading area, a charge will be applied against the unit owner responsible.

10. **MOVING IN/OUT OR DELIVERIES THROUGH THE FRONT ENTRANCE DOOR AND LOBBY AND ANY OTHER PEDESTRIAN ENTRANCE IS STRICTLY PROHIBITED. ALL MOVES AND DELIVERIES MUST BE MADE THROUGH THE LOADING AREA TO THE MOVING ROOM ON GROUND FLOOR. MOVING IN/OUT OR DELIVERIES VIA ANY OTHER ENTRANCE MAY RESULT A CHARGE BEING LEVIED AGAINST THE UNIT OWNER RESPONSIBLE AT THE DISCRETION OF THE BOARD OF DIRECTORS FROM TIME TO TIME.**

February 19, 2012

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Toronto Standard Condominium Corporation #2166
135 Village Green Square, Toronto, Ontario M1S 0G4

VISTOR PARKING - RULES AND REGULATIONS

The motor vehicles of visitors may be parked only in those parking spaces clearly marked or designated for visitors.

Visitors must obtain parking permit from the concierge in order to be allowed to park between 2:00 a.m. to 7:00 a.m., failing which the vehicle of any such visitor shall be tagged and/or towed away at the expense of the respective vehicle owner.

The vehicles of owners and/or residents which are parked in the visitor parking areas illegally will also be tagged and or/or towed away at the expense of the respective owner or resident (as the case may be)

January 11, 2012

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Toronto Standard Condominium Corporation #2166
135 Village Green Square, Toronto, Ontario M1S 0G4

SUITE KEY LOST/FORGOT POLICY

- Security staff or management staff do not know who is or is not permitted in the suite as a result of landlord/tenant, domestic disputes, restraining orders, power of sale, etc. which may place the safety and security of residents at risk. For this reason, we do not access persons to any suite.

- Due to liability reasons Property Management is not able to open Suite Doors to anyone who loses or forgets His/Her Suite Keys.

- In the event you have lost your Suite key and you need assistance in order to enter your Suite, call City Wide at 905-264-4401 in order to replace the cylinder on your door lock which is keyed to the Corporations master key system. A service charge is applicable.

- Suite door master key is used to open the suite doors only in the event of an emergency fire/flood or scheduled maintenance service.

February 22, 2012

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TORONTO STANDARDCONDOMINIUM CORPORATION NO. 2166
135 VILLAGE GREEN SQUARE, TORONTO, ONTARIO M1S 0G4

KEY FOB POLICY

Policy

For the safety and security of the access control of the condominium, the following procedure is implemented in order to protect the residents in the community.

Fobs

1. Two fobs per suite are temporarily provided to each purchaser by the Developer upon the closing of their suite.
2. All residents are required to register with property management for permanent activation of their fobs.
3. Fobs will only be activated for each registered owner or tenant residing in their suite.
4. If there is only one owner, then only one fob will be activated and the other is kept by the owner as a spare.
5. Non-resident owners who have rented their suite must provide to property management a copy of the lease agreement, have their tenant register with property management and provide their fobs to their tenant for fob activation.
6. Only owners can request additional fobs for their family or tenants who are registered and are over the age of 18.
7. Proof of occupancy is required.
8. A maximum of two fobs are provided to residents residing in a bachelor or one bedroom suite.
9. A maximum of four fobs are provided to residents residing in a two bedroom suite.
10. Fobs are not to be given to anyone; they are not transferable.
11. The cost of each non-refundable fob is $100.00; cheque or money order are made payable to Toronto Standard Condominium Corporation #2166. No cash accepted.
12. Non-resident owners are not entitled to activate their fobs.

January 11, 2012

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SOLARIS2
AT METROGATE

TORONTO STANDARDCONDOMINIUM CORPORATION NO. 2166
135 VILLAGE GREEN SQUARE, TORONTO, ONTARIO M1S 0G4

FLOOD SERVICES AND EMERGENCY CLEAN-UP

POLICY & PROCEDURE

In the event of unit owner equipment malfunction or negligence on behalf of the resident results in emergency clean-up services the unit owner shall be responsible for the associated clean-up costs.

1. If only 1 or 2 units are affected then:

   a) should the emergency incident occur during management business hours, building staff will attend to the clean-up, if possible. The fee levied to the unit owner will be $50.00 per hour, minimum 2 hours. If a carpet blower is necessary, a $25.00 daily rental fee would apply. **If an emergency services contractor is required, the unit owner will be responsible for the full amount of the invoice(s) or the Corporation's deductible, whichever is less, shall be the responsibility of the unit owner.**

   or

   b) should the emergency incident occur after management office hours, the clean-up will be attended to by an emergency services contractor. The full amount of the invoice(s) or the Corporation's deductible, whichever is less, shall be the responsibility of the unit owner.

2. If more than two (2) units are affected, the emergency services clean-up will be attended to by an emergency services contractor. The full amount of the invoice(s) or the Corporation's deductible, whichever is less, shall be the responsibility of the unit owner.

January 11, 2012

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MCCONTROGATE

TORONTO STANDARDCONDOMINIUM CORPORATION NO. 2166
135 VAILLAGE GREEN SQUARE, ONTARIO M1S 0G4

FALSE FIRE ALARM
POLICY & PROCEDURE

Toronto City Council, through By-law #133-1998 (Municipal Code, Chapter 441-1), has directed the City of Toronto Works and Emergency Services department to invoice the property owners for malicious and nuisance false fire alarms. As such, the Board of Directors of Toronto Standard Condominium Corporation No. 2166 has instituted the following policy.

1. The City of Toronto Works and Emergency Services department permits one (1) malicious alarm per calendar year per address free of charge. A second false alarm results in a fine. The one (1) no charge false alarm is reserved for the corporation.

2. The City of Toronto Works and Emergency Services department permits one (1) nuisance alarms bi-monthly per address. A second nuisance alarm during that 60 days period results in a fine. The one (1) no charge false alarm is reserved for the corporation.

3. The charge for each false alarm is dependent upon the number of trucks responding to the alarm. The City of Toronto charges $420.00 (taxes included) per vehicle responding to an alarm.

   For the normal practice, the City of Toronto charges a fine of $1,420.00 for false alarms as 3 trucks will be on site.

4. The unit owner is responsible for false alarms caused by their guests or tenants throughout the property. The charge will be dependent upon the number of trucks responding to that alarm.

5. The Corporation will charge the responsible unit owner whether or not an invoice is received from the City of Toronto.

6. The Board of Directors reserves the right to waive any false alarm fines.

7. This policy to take effect immediately.

January 11, 2012

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TORONTO STANDARDCONDOMINIUM CORPORATION NO. 2166
135 VILLAGE GREEN SQUARE, TORONTO, ONTARIO M1S OG4

EXTERIOR SUITE DOOR & REMOTE DOOR CHIME POLICY AND PROCEDURE

1 NO OWNER OR RESIDENT SHALL MAKE ANY ADDITION, ALTERATION, DECORATION OR PAINTING TO ANY PORTION OF THE EXTERIOR SIDE OF THE SUITE DOOR.

2. NO DECORATION, POSTERS SHALL BE AFFIXED TO THE EXTERIOR SIDE OF THE SUITE DOOR. I.E. DOOR KNOCKERS, WREATHS, NO SMOKING SIGNS ETC.

3. A REMOTE DOOR CHIME IS PERMITTED PROVIDED THAT IT IS MOUNTED USING DOUBLE SIDED TAPE. THE REMOTE DOOR CHIME IS TO BE PLACED 4 FT. FROM THE GROUND, ON THE INSIDE FRAME CLOSE TO THE PASSAGE SET. THE EXTERIOR REMOTE SHALL NOT EXCEED THE SIZE OF 11/2 INCHES BY 3 INCHES. THE EXTERIOR REMOTE IS TO BE IN A NEUTRAL WHITE OR OFF WHITE COLOUR.

4. NO ADDITIONAL HARDWARE IS PERMITTED ON THE EXTERIOR SUITE DOOR. EXISTING HARDWARE IS COMMON ELEMENT. THE CORPORATION SHALL REPLACE THE EXISTING HARDWARD WHEN NECESSARY. HOWEVER THE CYLINDER MUST BE MAINTAINED BY THE UNIT OWNER/RESIDENT. THE CYLINDER MUST BE KEYED TO THE MASTER KEY.

5. MANAGEMENT SHALL REMOVE ANY UNAUTHORIZED DECORATION, DOORKNOCKERS, POSTERS AND/OR REMOTES AFTER THE UNIT OWNER/RESIDENT FAILS TO COMPLY WITH MANAGEMENTS REQUEST.

January 11, 2012

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SECURITY PROCEDURES
FOR LEASING OR SELLING A SUITE

TORONTO STANDARD CONDOMINIUM CORPORATION NO. 2166
135 Village Green Square, Toronto, Ontario M1S 0G4

A. The Management Office must be informed immediately by the Owner when an Agreement has been signed with a Realty Firm to list the suite for sale or lease. TheOwner will provide the following information to the Management Office:

- Name, Address, and Telephone Number of the Realty Firm
- Name of the Listing Agent
- Details of the Listing Agreement (e.g. Exclusive, Multiple Listing Service, etc.)

B. The Owner will be supplied with a copy of these Security Procedures. The Owner is to review the Security Procedures with the Listing Agent to assure compliance at all times.

C. There will be **NO Open House Showings** arranged by the Owner, the Listing Agent, or any other Realty Firms or Agents.

NO Signs are allowed to be posted in the hallways, on the windows, or outside the building.

Any attempts to circumvent the **NO Open House** or any of the procedures outlined will result in the Listing Agent or any other Agents being denied all future access to the building.

D. Showings by appointment only will be authorized.

E. If the Owner has been called directly on the enterphone, he or she must direct the Listing Agent, any other Agents, or any prospective clients to proceed directly to the Concierge Security. This will ensure that the logging in procedures by the Concierge will be followed.

The Owner must accompany the Listing or Authorized Agent and use his or her own access key.

F. No business shall be conducted in the lobby or any other common element areas.

G. Smoking is not permitted in any of the common element areas (e.g., lobby, hallways, elevators, underground garage, etc.).

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H. The Concierge Security shall not accept any instructions from any Owner or Agent altering any of the Security Procedures.

I. The Management Office will prepare an appropriate Log Sheet covering each listing with all the necessary information that clearly allows the Concierge Security to verify and give access to the Listing Agent, any other Agents, or Clients.

The Concierge Security will use the Log Sheet to record the details of each visit by the Listing Agent, any other Agents, or Clients. The date, time, and name of each person will be recorded as instructed by the Management Office.

J. Lock Box Rack has been supplied as a courtesy by the Property Management Office and the Condominium Corporation to assist homeowners and agents.

- Register your Lock Box with the Property Management Office. All unregistered Lock Boxes will be removed.
- Lock Boxes located in hallways, stairwells or other Common Area locations will be removed and disposed of.
- Label your Lock Box appropriately with your agent business card for easy identification.
- Remove your Lock Box once it is no longer required and advise the Property Management Office

The Condominium Corporation will not be held responsible for any theft, damage or any other vandalism of the Key Rack or any of the Lock Boxes contained thereon. Use of the Key Rack is at the homeowner's sole discretion

If you have any further questions or concerns, please do not hesitate to contact the Management Office during office hours at (416) 335-7131 or fax (416) 335-0423.

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SOLARIS2
AT METROGATE

TORONTO STANDARD CONDOMINIUM CORP. 2166
135 VILLAGE GREEN SQUARE, ONTARIO M1S 0G4

Lock Box Key Rack Policy & Procedure

NAME: _____ **PHONE:** _____ **SUITE:** _____
(Please Print)

I/WE, the undersigned, have read and agreed to the rules

Signature_____ **Date:** _____
(Please sign here)

This Key Rack has been supplied as a courtesy by the Property Management Office and the Condominium Corporation to assist homeowners and agents.

- Register your Lock Box with the Property Management Office. All unregistered Lock Boxes will be removed.
- Lock Boxes located in hallways, stairwells or other Common Area locations will be removed and disposed of.
- Label your Lock Box appropriately with a business card for easy identification.
- Please remove your Lock Box once it is no longer required and advise the Property Management Office

The Condominium Corporation will not be held responsible for any theft, damage or any other vandalism of the Key Rack or any of the Lock Boxes contained thereon. Use of the Key Rack is at the homeowner's sole discretion.

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SOLARIS 2
AT METROGATE

Toronto Standard Condominium Corporation No. 2166
Solaris 2 at Metrogate
135 Village Green Square
Toronto, Ontario
M1S 0G4

FAX NO. 416-335-0423

Re: Sale or Lease of Suite _____

Please be advised that the above mentioned suite has been listed for sale or lease from

_____, 20_____ to _____, 20_____ with:

Realty Firm's Name: _____

Listing Agent's Name: _____

Office Telephone Number: _____ Pager: _____

The Listing Agent has not been given a key to the Common Elements and has been advised that access to the building is controlled by the Owner and/or the Conceirge Security.

The Listing Agent has been given a copy of this notice and has reviewed the attached Security Procedures for leasing or selling a suite at Toronto Standard Condominium Corporation No. 2166.

_____ _____
Owner's Signature Date

The undersigned representative of the Realty Firm of _____ hereby acknowledges having received and reviewed the attached Security Procedures for leasing or selling a suite at Toronto Standard Condominium Corporation No. 2166. I hereby accept responsibility for insuring that the Security Procedures are followed by myself and all other Agents showing Suite _____ during the term of my agency.

_____ _____
Owner (Witness) Listing Agent's Signature

_____
Date

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SOLARIS 2
AT METROGATE

Toronto Standard Condominium Corporation No. 2166
Solaris 2 at Metrogate
135 Village Green Square
Toronto, Ontario
M1S 0G4

FAX NO. 416-335-0423

Attention: Management Office

The Owner of Suite _____ in the addressed Condominium has engaged

_____ _____
Agent's Name Realty Firm's Name

As the Listing Agent for the sale or lease of this suite.

As Listing Agent, I hereby approve the showing of this suite by the following:

Agent's Name: _____

Realty Firm's Name: _____

Office Telephone Number: _____ Pager: _____

The showing has been arranged for the following:

Date: _____ Time: _____

As the Listing Agent and on behalf of the Owner, full responsibility is accepted for ensuring that the Security Procedures for leasing or selling a suite at Toronto Standard Condominium Corporation No. 2166, as provided, have been thoroughly reviewed with the above named Agent.

As the Listing Agent, full responsibility is accepted for any infraction of the Security Procedures for leasing or selling a suite at Toronto Standard Condominium Corporation No. 2166; and for consequences arising there from.

_____ _____
Listing Agent's Signature Date

This letter, once signed by you, is a legal document in our hands; therefore, you should exercise all caution when issuing this document to any other Agent.