

STRATA LMS 4165**MOVE-IN/ MOVE OUT FEE**

As per Strata LMS 4165 By-Law 36 (2), owners are required to pay a deposit of \$500/- to the strata corporation prior to authorizing and scheduling a move. The deposit shall be applied to any damage caused to, defacing of, any common property as a result of such move and the balance, if any, shall be refunded to the owner. Strata By-Law 36(3) also requires the owner to pay a \$250/- full day (8 hours) move in fee and a \$250/- full day (8 hours) move out fee per strata lot move for the use of the elevators, other strata corporation facilities and to hire a security guard to remain at the open gate entrance during the strata lot move, plus a charge of \$30.00 per hour shall be paid by the owner undertaking the move in or move out should the move exceed the initial 8 hours move in or move out allowance. -

Owners (or their representative) are to inspect the elevator and other areas involved in the move prior to the move jointly with concierge staff and note any damage to these areas. After the move, a joint inspection is again to be conducted to the same areas and if any damage has occurred, the appropriate amount to make good the damage will be deducted from the damage deposit. Should the damage deposit be insufficient to cover the cost of the damage, the resident will make good the difference.

Both the owner (or their representative) and the Concierge are to sign this form *prior to and after the move*. Moves are only to be carried out between 9.00 am and 6.00 pm. Please give at least a week's notice so that security coverage for the open gate can be made.

Date of Move(In/Out): _____ Estimated time: _____ to _____

Suite : _____ Notice Given on _____ by _____

INSPECTION PRIOR TO MOVE : Date: _____ Time: _____

By : _____ (owner or rep) Concierge: _____

Damage Noted Prior to move _____

Sign: _____ (owner/rep) Concierge: _____

INSPECTION AFTER MOVE

Additional Damage Noted (if any) after move

 Sign: _____ (owner/rep) Concierge _____

Date Move-in/move-out damage deposit of \$500/-check received* _____ Receipt No: _____

Date Non-Refundable Fee of \$250/- for Move In/Out : *received: _____ Receipt No: _____

Date additional \$30/- per hour and amount received: _____ Receipt No: _____

Received by: _____ Sign : _____

Amount from damage deposit refunded \$ _____

If amount is less than total deposited , state reasons and amounts of deductions

Name and Signature of Property Manager: _____

Date: _____

Signature of recipient: _____ Name: _____

Date: _____

* Please make cheque payable to : " Strata LMS 4165 " for the damage deposit and non-refundable move in/out amounts and hand it to the Concierge desk prior to move.

NOTE: It is strongly recommended that only the following movers be engaged as they know the procedures/requirements of this building and has proven to be trouble-free:

- a) BERKINS MOVING AND STORAGE LTD – Tel 604-270-1120
- b) ELLIS MOVING AND STORAGE LTD - Tel : 604-986-9817
- c) PREMIER MOVING CO. LTD Tel: 604-230-8837
- d) ALLIED VAN LINES (Quality Move Mgt) Tel: 604-523-3705

In the past it has been noted that most other moving companies have negligently caused damages to the surrounding areas of the moving area, resulting in deductions being made from the damage deposit

If no damage has occurred after move, refundable deposit to be returned within a week. If there is any damage after the move, if there is any refund, it will be refunded within 4 weeks after quotes for its repairs are obtained