

**STRATA PLAN LMS 712
888 Beach**

STEP 1	Move Advisory Form
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Suite _____ (BT or OT or GT or T) Date of Booking _____

Resident's Name _____ Tenant or Owner

Telephone # for day of move _____

Move In or Move Out Move date _____ Move time _____

Advised resident that \$200 fine will apply for bookings without 7 days notice?	yes	no
Advised resident of Move -In charge to owner's account (\$200) as per bylaws?	yes	no

Note to Concierge: Resident to be advised of the LMS712 Strata Bylaw No. 39 and charge of \$23.75 per hour including taxes. (Minimum of four hours - \$95.00 total). A cheque is required for the minimum amount at the time of the booking.

* *The strata council shall be at liberty to engage the services of a security guard to monitor any moves in or out of the property and the cost of such security shall be borne by the respective owner of a strata lot where there is a move.*

Cheque attached to this Form? **yes** and amount of cheque \$ _____ **no**

Resident advised of bylaw and guard costs? **yes** **no**

Booking Communication Telephone In-Person Other _____

Booking Concierge _____

Notes _____

Manager use	Guard Booked?	yes / no	Letter to Owner?	yes / no
	Calendar Booked	yes / no	Adjustments?	yes / no