

**STRATA PLAN LMS 712
888 Beach**

STEP 1

Move Advisory Form

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