



**STRATA PLAN BCS 3037
4808 Hazel Street, Burnaby, B.C. V5H 0A2**

**R U L E S
MOVES IN and/or OUT**

1. Owners are required to contact the building caretaker to arrange for a move. The caretaker will arrange to lock off the elevator, hang the protective coverings, open the second door and monitor the move.
2. Owners are required to give the building caretaker a minimum of one week's notice of a move. If this does not occur and an owner gives less than one week's notice, or does not give notice, the owner is subject to a \$100.00 fine as prescribed in the Bylaws.
3. There is a security deposit of \$200.00 (Cash) payable to the Strata Corporation, which is given to the caretaker to hold, and only refundable if no damage was done to the common areas. This fee will go towards repairing any damage caused by the moves. Any damage to the front lobby or passageways in excess of the \$200.00 fee will be assessed to the strata lot and/or billed to the owner responsible.
4. When selling a strata lot, owners must make the new incoming owners aware of the Rule regarding Moves In and/or Out Rule #3 pertaining to a \$200.00 refundable security deposit to cover damages.
5. The hours that the building caretaker is available for moves between 8:00 am and noon and 1:00 pm and 5:00 pm Monday to Friday. Moves outside of these hours will require security arrangements, the cost of which may be deducted from the security deposit.
6. Owners are to pay due care and attention to the elevator, surrounding walls, carpets and doors when moving furniture.
7. Residents are directly responsible for moving personnel and/or friends/relatives who are assisting with their move. All must adhere to the Bylaws and Rules of the Strata Corporation. At no time should the front entrance doors be left unattended. Any violations may result in fines to the resident.
8. There is also a \$300.00 non-refundable move-in fee, each time a new resident moves into the building (owner or renter) that must be paid at the time of booking the elevator. There is no move-out fee.
9. Elevators can be reserved for up to 2 hours for the purpose of moving in or moving out at no charge. Beyond 2 hours, the fee is \$50.00 per 30 minutes.