
Subject: Gateway - Visitor Parking - Move In/Out Requests - FOB/Intercom Reprogramming Notices
Date: Friday, May 8, 2020 at 9:44:53 AM Mountain Daylight Time
From: Truman Homes
Attachments: image001.png, Gateway Visitor Parking Use.pdf, Move In-Out Policy - FOBS & Intercom Programming.pdf

Good Morning Gateway Residents,

We have several inquiries this week in regards to the **Move In/Out Policies, Visitor Parking Policies as well as FOB/Intercom reprogramming** for the building(s).

Please see attached notices regarding these items.

Should you have any questions let us know.

Thank you,



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ADDITIONAL FOB / GARAGE DOOR OPENERS / INTERCOM REPROGRAMMING FEES

If additional access hardware or intercom reprogramming is required, please see below noted fees. These fees will need to be paid prior to the service being completed.

These items/services can only be requested and paid for by the unit owners:

FOB: \$250.00

Garage Door: \$200.00 per opener

Intercom Reprogramming: \$50.00 per change

MOVE REQUEST POLICY

A 'Move' event would include but may not be limited to: delivery or removal of large furniture/items in or out of the building and relocation of residents.

All moves must be scheduled. Bookings can only be made by the owners of the units, non-owners booking requests will be denied.

Elevator Move-IN/OUT bookings can be done directly at www.liveatgateway.com/owners

The intent of this policy is to ensure access areas are being monitored during the move to help prevent any unauthorized trespass, as well as to limit damages to all common areas (including the hallways, doors and the elevator).

A. A completed Move Request Online-Form must be submitted not less than Five (5) business days prior to the requested move-date. Any requests received less than Five (5) days in advance may not be scheduled.

B. Completion of the Move Request Online-Form does not guarantee scheduling. Any move that takes place without express written confirmation will be considered unscheduled and subject to fines/sanctions.

C. All costs incurred by the Condominium Corporation as a result of a move event will be charged to the unit owner. This may include but is not limited to damages to common areas, costs to oversee the move event, etc.

D. All Moves In/Out events will be charged a cost of \$125. This fee will be required to paid at confirmation of the elevator booking.

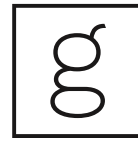
The fee covers a technician to install elevator protection, place elevator on stand-by, inspect common areas prior to and after the move for damage, removal of elevator protection and reengaging the elevator off of stand-by mode.

E. Unscheduled moves will be subject to a maximum \$1000 fine.

All payments can be made via check payable to Gateway Condos (Calgary) Inc. or through Direct Debt via a Pre-Authorized Debit Agreement.

Sincerely,

Gateway Condos



GATEWAY
AT WEST DISTRICT

NOTIFICATION

VISITOR PARKING USE

ALL VEHICLES STILL MUST REGISTER FOR USE OF VISITOR

You may register your visitor vehicle at: <https://liveatgateway.com/owners>

Visitor parking stalls are available on a first come, first serve basis.

- All vehicles parked in visitor parking must register their vehicle each time (24 hours a day, 7 days a week) prior to parking in a visitor parking stall.
- All registrations must include the unit owners name, unit number, email address, visitor name, visitor vehicle make model, colour and license plate# - as well as confirmation as to when you would like the pass to begin, and to expire.
- Parking in visitor stalls is for short term visitors only, no more than twelve (12) consecutive hours to a maximum of 14 days in any calendar year.
- Extended visitor parking can be authorized at the approval and discretion of Gateway. Please email info@trumanhomes.com with the details of your request should this be required.
- Should visitor parking stalls not be available, visitors are requested to park on the city roadway, at their discretion and as the law permits.
- Owners/Residents are not to park in visitor spaces at any time for any reason.
- Failure to adhere to any of the above noted policy will result in ticketing and/or towing at the expense of the owner of the offending vehicle at the discretion of the Board of Directors, Parking Committee or Security Company (where applicable)

If you have any questions, please contact info@trumanhomes.com

We appreciate everyone's cooperation.

Sincerely,
Gateway Condos
