

Marose Properties

306.992.5844

<http://maroseproperties.com> maroseproperties@gmail.com

MOVE IN AND OUT GUIDELINES WESTFIELD TWINS CONDOMINIUMS

When you are moving into or out of Westfield Twins Condominiums, we ask that you use the elevator with the blue blankets on its walls and which has an elevator key chained to the control panel. The elevator key will enable you to lock the doors open while loading and unloading items and eliminates the need for the door being propped open, which can damage the elevator. If you do not see the elevator blanket or the key in one of the two elevators please contact:

JML Property Management - (306) 537-5227, admin@jmlproperties.com

You will also notice a set of ramps for use on the three steps inside the front entrance lobbies. These ramps are necessary to protect the tiles on the stairs from damage, plus will make hauling items up these steps much easier.

If you have any questions about moving in or out of Westfield Twins, please contact JML or Marose Properties at the above numbers.

Thanks in advance for your cooperation!

Marose Properties

WELCOME TO WESTFIELD TWINS CONDOMINIUMS

Building Managers (common area maintenance & cleaning)

JML Property Management - (306) 537-5227, admin@jmlproperties.com

Leasing / in-suite Maintenance (Marose's caretaker at WFT)

Benton Froc: 306-992-5844 ext 3, wft@maroseproperties.com

AMENITIES:

RECREATION CENTRE

Includes swimming pool, hot tub, saunas, change rooms, & exercise equipment and is available to all residents for their enjoyment. This facility is open daily from 7:00a.m. to 10:00p.m. The pool is CLOSED on Christmas Day, New Years Day, and Easter Sunday.

COMMON ROOM

Is available for use by all residents however is not to be used for any commercial venture. The resident booking the room must be present while the room is being used. Booking must be arranged in advance by application through the Condominium Manager. Each booking requires payment in advance via two separate cheques or money orders made payable to Westfield Twins Condo Corp: \$100.00 to be held as a damage deposit to remedy any damages or excessive cleaning costs, and \$40.00 for a user fee to cover minor maintenance and cleaning costs. There is a capacity limit of fifty (50) people for any one booking, or at the discretion of Management.

GUEST SUITE

Is available for use by all residents and their guests for a reservation period of seven (7) days or less. Booking must be arranged in advance by application through the Condominium Manager. Each booking requires payment in advance via two separate cheques or money orders made payable to Westfield Twins Condo Corp: \$100.00 to be held as a damage deposit to remedy any damages or excessive cleaning costs, and \$40.00 per night for a user fee to cover minor maintenance and cleaning costs.

BUILDING RULES

1. Laundry Rooms:

Each person using the laundry facility is responsible for cleaning up after him or herself. This includes the dryer lint basket, soap spills, Kleenex, and anything else that may have dropped onto the floor.

2. Garbage:

All smaller items must be bagged & securely tied before being put down the chute. All larger/bulky items must be taken directly to the bin behind the building. If you are unsure how to handle an item, please contact the Condo Manager.

3. Parking Stalls:

Each suite is provided with one (1) parking stall. Confirm your assigned stall through the Condominium Manager. Be sure to park centrally in your own stall so that you are not interfering with or limiting adequate space for your neighbour's stall. Please do not park in any other resident's stall. Guests must park on the street. **Any vehicle parking in unauthorized areas may be ticketed and/or towed away, at the owner's expense.**

4. Pets:

There are NO pets allowed in the Westfield Twins Condominium project.

5. Front Entrances:

The front entrance driveways are for unloading and loading. 10 MINUTES ONLY. Violators will be ticketed.

6. Common Areas:

ALL common areas throughout the WFT project are designated as NON-SMOKING spaces. This includes elevators, lobbies, hallways, laundry rooms, common room, guest suite, stairwells, and pool area including patio area off the pool room.

POOL RULES

- 1.** The swimming pool is primarily for the use of the residents. Each resident is allowed two guests only and the resident must accompany them.
- 2.** Children are not allowed to swim alone and must be accompanied by the resident.
- 3.** No liquor is allowed in the pool area.
- 4.** No rough play or excessive splashing allowed.
- 5.** No longer than 15 minutes in the hot tub. The timer is set for that time. This is for your protection and health.
- 6.** The pool area is a designated NON-SMOKING area.
- 7.** Please keep the change rooms, sauna, and pool area clean and neat.
- 8.** In accordance with the Provincial Act, the safety rope across the pool must be hooked back up after doing laps. Failure to comply with this rule will result in the rope being permanently affixed.
- 9. POOL HOURS** are as follows:
7:00a.m. to 10:00p.m.
CLOSED: Christmas Day, New Years Day, Easter Sunday

COMMON ROOM RULES & REGULATIONS

1. Two cheques payable to the Westfield Twins Condo Corp. are required. There is a \$30.00 fee plus \$100.00 damage deposit.
2. The common room cannot be used for any commercial venture.
3. The door to the pool complex must not be blocked open to allow entrance of guests as this undermines the building security. Buzzer for incoming guests is located at both outside doors.
4. Westfield Twins Common Room, stairwells, pool area, and the patio off the pool are designated NON-SMOKING areas.
5. The Common Room windows must not be opened at any time or the security deposit will be forfeited.
6. The resident signing for the Common Room is responsible for any damage beyond normal wear & tear. The resident is responsible for the activities of the guests and must be in attendance while the Common Room is in use.
7. Guests must leave the premises in a quiet and orderly manor.
8. Any breakage or missing items are to be paid for by the resident signing for the common room.
9. The volume of stereos, radios, TV's, etc. should be at a level as to not disturb other residents.
10. The Condominium Manager must approve any additional equipment.
11. Management reserves the right to refuse the use of the Common Room by any individual resident where damages, and/or Bylaw violations have occurred.
12. Maximum number of people allowed is fifty (50).
13. Prior to leaving the Common Room lights must be turned off and the door locked.
14. The resident agrees to clean the Room. If not, a cleaning charge will be deducted from the security deposit.
15. The damage deposit will be returned in full only after the Condominium Manager inspects the room and finds no rules have been broken and everything is in order.
16. Failure to adhere to the Rules and Regulations may result in the loss of some or all of the security deposit.

GUEST SUITE RULES AND REGULATIONS

1. The Guest Suite is for the use of all residents. The resident signing for the guest suite is responsible for any damage beyond normal wear & tear. The resident is also responsible for the activities of any guests.
2. Any breakage or missing items are to be paid for by the resident signing for the Guest Suite.
3. The resident agrees to clean the Guest Suite. If not, a cleaning charge will be deducted from the security deposit.
4. The cost to use the Guest Suite is: \$40.00 user fee for each night to cover light cleaning and maintenance, plus \$100.00 security deposit to cover damage or heavy cleaning costs.

Please make two (2) separate cheques, one for the \$40.00 user fee plus one for the \$100.00 security deposit to: Westfield Twins Condo Corp.

5. The Guest Suite is booked on a seven (7) day or less occupancy.
6. The security deposit will be returned in full only after the Condominium Manager inspects the Suite and finds everything in order.
7. Failure to adhere to the Rules and Regulations may result in the loss of some or all of the security deposit.

THIS ROOM BELONGS TO EVERYONE IN THE WESTFIELD TWINS COMPLEX.

PLEASE TREAT IT AS IF IT WERE A PART OF YOUR HOME.

INTERCOM & FOB SYSTEM

Westfield Twins features a modern intercom which works together with our electronic fob entry system. To make sure you are able to take advantage of its features, please contact JML after you have moved in via phone: (306) 537-5227 or email: admin@jmlproperties.com to be entered as a new user. JML will need to know 1) who you are, 2) which suite you are in, 3) which phone number(s) you want the intercom to ring, and 4) which fob(s) you are using. Each fob is centrally issued, uniquely numbered, and cannot be copied.

Once setup, guests can contact you through the intercom panel at the building entrance by entering your suite number followed by "1" for your primary phone, "2" for your secondary phone. For example, a guest wanting to contact the resident in suite 100 would enter 1-0-0-1 or 1-0-0-2 at the intercom panel. Once you have received the call and verified the identity of your guest, press "6" on your phone (mobile / touch tone landline) to grant their entrance.

Your fob(s) will work on the front and side security doors to both towers, plus the pool building.

Lost / stolen fobs must first be reported to JML, and can be replaced for a \$25 fee.



WESTFIELD TWINS - PARKING PLAN

WESTFIELD DRIVE

front door

WESTFIELD TWINS TWO

65 Westfield Drive

1 2 3 4 5 6 7 8 9 10 11

12 13 14 15 16 17 18 19 20

21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41

42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60

61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79

POOL

BLDG

133 134 135 136 137 138 139 140 141 142 143 144 146 147 148 149 150 151 152

123 122 121 120 119 118 117 116

98 99 100 101 102 103 104 105 106

107 108 109 110 111 112 113 114 115

PATIO

97 96 95 94 93 92 91 90 89

88 87 86 85 84 83 82 81 80

WESTFIELD TWINS ONE

2830 Gordon Road

front door

GORDON ROAD

<----- SOUTHLAND MALL ----->



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