A detailed architectural wireframe of a modern building, showing the structural framework of multiple floors and a central tower. The lines are thin and grey, set against a white background.

BRIXEN

HOMEOWNER'S RESOURCE MANUAL

brixen.ca



BRIXEN DEVELOPMENTS INC.



brixen.ca



BRIXEN DEVELOPMENTS INC.

TABLE OF CONTENTS

- **CLOSING**

- Firm Occupancy and Final Closing

- **HOME SET UP**

- **WARRANTY**

- 1. Statutory Warranty
 - 2. 30 Day
 - 3. Year End Form
 - 4. Second Year End Form
 - 5. Seven Year End Form

- **IN-SUITE MAINTENANCE**

- **COMMON ELEMENT**

- **SEASONAL MAINTENANCE**

- **QUICK REFERENCE GUIDE**



CLOSING

FIRM OCCUPANCY

The Firm Occupancy date is the day that you can take possession of your home. On this day your Solicitor will deliver the signed documents, final deposit and occupancy cheques to the Solicitor representing the Vendor. Once our Solicitors review the documents and ensure they have received all required forms the keys will be released to the Customer Care office.

Your key package will be available for pick up during regular business hours only and will include your suite keys, mailbox keys, security fob locker keys (if applicable) and your garage door transmitter (if applicable). To pick up your key package, photo identification will be required.

If you are unable to pick up your key package and would like someone to do it on your behalf please remember to either Appoint a Power of Attorney or ask your Solicitor to prepare a Key Direction Form.

FINAL CLOSING

Final Closing is the date after the building is registered and ownership title of the property officially transfers from the Vendor to you. Your Solicitor will contact you approximately 3-4 weeks in advance of the anticipated closing to begin the legal transaction. Final Closing is when your mortgage is due as the remaining balance of the purchase price. Please remember to obtain home insurance as this is required and a copy will be requested to complete your closing. ■



HOME SET UP

HOME SET UP

Setting up your home involves a great deal of coordination to ensure it goes smoothly. The following are some important services to schedule.

COMMUNICATIONS

Both Bell and Rogers offer competitive packages and special promotions that are exclusive to you. Once you have reviewed your options and decide on your requirements, you can contact either Bell or Rogers and speak to a dedicated Representative.

ROGERS Kim Murchison: 705-791-6735 or **Kim.Murchison@rci.rogers.com**

BELL Brandyn Hazelton: 1 (844) 476-6635 or **Brandyn.hazelton@osldirect.com**

SUBMETERING

Provident Energy Management is a leading provider of submetering and energy services. They have installed submeters to effectively and efficiently manage electricity, as well as the hot and cold water usage in your suite.

For further information, please contact:

PHONE 1-866-840-2720 ext. 2 (weekdays between 9:00am- 5pm EST)
416-736-0630

EMAIL customerservice@pemi.com

MAIL

Your mailbox is located in the main lobby of your building and can be identified by your suite number.

Your new address is:

**681 Yonge Street, Suite
Barrie, ON, L4N 4E8**



HOME SET UP

ELEVATOR BOOKING

Elevators will be booked with your Property Management office in advance of your required date. Elevators must be booked for both move-ins and deliveries.

Elevator bookings are based on a first come first serve basis and are reserved from Monday to Saturday in two-hour intervals. Once you arrive for your move, your building Concierge will direct you to the loading dock and place the elevator on service mode so that you will have uninterrupted access during your allocated time.

PROPERTY MANAGEMENT

Your property is being managed and maintained by Bayshore Property Management Inc. Your Property Management team will be available to assist you with any building related matters. Bayshore Property Management will communicate various building policies and procedures and will require a registration form to be completed prior to move-in.

You can find up-to-date information, including details on how to obtain your Status Certificate by visiting Bayshore Property Managements website at **www.bayshoreproperty.ca**.

Please find your registration forms. ■





**SOUTH DISTRICT CONDOMINIUMS
YONGE STREET, BARRIE ON SSCC# _____
ELEVATOR RESERVATION AGREEMENT**

HOME OWNER NAME: _____ TENANT NAME: _____

HOME #: _____ CELL #: _____ EMAIL ADDRESS: _____

DELIVERY BY: _____

A. RESERVATION DATE

The reservation is for the use of the elevator at Yonge Street, Barrie for the purpose of:

☐ Moving-in / Large Delivery to Suite # : _____ ☐ Moving-out / Large Pick up of Suite # : _____

The requested date and time must be Monday through Saturday, excluding Sundays and public holidays.

_____ day _____ month _____ year for the period from: _____ a.m./p.m. to _____ a.m./p.m.

For no longer than 3 hours' time Monday to Friday between 9:00 a.m. to 6:00 p.m. or
on Saturdays 9:00 a.m. to 2:00 p.m..

B. TERMS AND CONDITIONS OF USE

Upon moving-in: I agree to pay the Corporation upon signing this Agreement a fee of \$200.00 by cash, or money order payable to Simcoe Condominium Corporation #_____ of which \$100.00 will be non – refundable. This amount will cover the cost of the superintendent preparing the elevator with padding to avoid damage and explaining the operation and use of the elevator while it is in service, also the janitorial costs for cleaning the elevator and halls after your move in and the maintenance costs for wear and tear on the elevator. The Superintendent will complete an inspection for damages in the common areas of where you were moving into (halls) and the elevator before and after your move and you are responsible for any damage(s) caused by you. If the moving resident is observed, via the Security Cameras, violating the "Elevator Moving Policy", they will forfeit their security/damage deposit. If there are no damages a refund of \$100.00 will be returned to the owner/tenant that paid the fee.

Upon moving-out or Large Deliveries: I agree to deposit with the Corporation upon signing this Agreement a refundable deposit of \$100.00 by cash, money order, or cheque payable to Simcoe Condominium Corporation #_____ This amount will be refunded upon completion of the move or delivery and provided no damage has been caused to common elements of the Corporation, less any cost of removing any debris left on or about the common elements.

All Elevator Reservations: I agree that I will be held liable for all damages that may occur as a result of the use of the elevator by my agents or me. The owner bears the ultimate responsibility for any damages.

I agree that moving in or out may be made only by appointment as approved by the Management Office.

I agree that the use of the elevator for moving purposes can only be reserved and used as outlined in the Rules.

As there are only two elevators in the building frequent checks are to be made at each floor to ensure that those wishing to enter or leave the building are accommodated. During the term of the reservation and while any exterior doors are in an open condition, I shall take reasonable precautions to prevent unauthorized entry into the building.



P.O. Box 606, 11 Ferris Lane, Suite 101, Barrie, ON L4M 4V1 Bus: (705)722-3700 Toll Free: (888)919-0996 Fax: (705)722-6242
www.bayshoreproperty.ca



I agree that all boxes and moving cartons are to be dismantled and removed immediately from corridors. I further agree that no blockage of corridors or in front of the elevator will be allowed.

I agree that the Corporation and/or its agents will not be held liable for any costs pertaining to the delay, if any, in our receiving the elevators as booked above.

C. ACKNOWLEDGE INFORMATION

I hereby acknowledge that I have read this agreement as presented above, and I hereby accept all of the conditions contained herein.

Dated _____ day of _____, 20____.

Managements Signature

Applicant's Signature

PLEASE RETURN THIS FORM TO BAYSHORE PROPERTY MANAGEMENT OFFICE TO BOOK ELEVATOR
Telephone (705)722-3700 Email admin@bpmgmt.ca

D. PAYMENT OF FEES

Fee Due \$ _____ Fee Received \$ _____

Cash / Money Order Received From: _____ Suite: _____

Dated this _____ day of _____, 20_____.

Managements Signature

Licensee's Signature

E. INSPECTION

| | |
|--|---|
| Elevator / Corridor Pre-inspection | <input type="checkbox"/> no deficiencies noted <input type="checkbox"/> deficiencies as noted |
| Elevator / Corridor Post-inspection | <input type="checkbox"/> no deficiencies noted <input type="checkbox"/> deficiencies as noted |

Managements Signature

Licensee's Signature

E. DEPOSIT RETURNED

To be completed after Residents move has been completed: The Licensee verifies that deposit has been refunded in full.

Signature _____ Date Received _____



P.O. Box 606, 11 Ferris Lane, Suite 101, Barrie, ON L4M 4V1
(705)722-3700 Office, (705)722-6242 Fax Email: admin@bpmgmt.ca

SOUTH DISTRICT CONDOMINIUMS – S.S.C.C. #

OWNER INFORMATION FORM

Please fill in completely and return to Bayshore Property Management Office

Owner Information:

Suite #: _____ Yonge Street, Barrie ON

Owner's Name(s): _____

Other Occupants: _____

Phone Number: _____ Cell Number: _____

Work Number: _____ Ext. _____ Email Address: _____

Mailing Address (if different from building): _____

Winter Contact Address: _____ Telephone: _____

Emergency Contact Information:

Name: _____ Tel. No. _____ Other: _____

(Work or Cell / Please circle)

Name: _____ Tel. No. _____ Other: _____

(Work or Cell / Please circle)

Parking/Storage Information: (where applicable)

Space #: _____ Make: _____ Colour: _____ Plate #: _____

Space #: _____ Make: _____ Colour: _____ Plate #: _____

Bike Space #: _____ Bicycle Description: _____ Locker Space # _____

FOB'S : _____

GARAGE DOOR CLICKER'S: _____

Owners with additional Parking Spaces/FOB's/Garage Door Clickers please list additional information on the back.

Other Information: (if applicable)

Pets: ☐ None ☐ Dog ☐ Cat # _____ ☐ Other (type) _____

Mortgage Data:

NAME AND ADDRESS OF BANK: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

WARRANTY

WARRANTY

The Vendor has enrolled your home into the Tarion Warranty program. Tarion is the body that governs the Ontario New Home Warranty Act and ensures that your home is delivered and maintained under its standards.

The warranty of your new home begins on your Firm Occupancy date and remains in effect for seven years (for applicable items). The statutory warranty includes a 30 Day, Year End, 2nd Year End and Seven Year repair allowance for any warranted items that qualify under the Construction Performance Guidelines which can be found at www.tarion.com.

WARRANTY SERVICE

Customer Care will review and respond to in-suite warranty requests during the first two years of home ownership. Warranty requests are made through the Tarion website at the appropriate times. You must register into the Tarion portal at www.tarion/myhometarion.com and submit your forms directly through this portal. All requests must be made to Tarion in writing as verbal requests will not be accepted. Tarion will forward a copy of your form to Customer Care for further action.

Forms should be submitted as follows:

- | | |
|--------------------|--|
| 30 Day | No later than 30 days following your Firm Occupancy date |
| Year End | Within the last 30 days of the first year of Firm Occupancy |
| Second Year | Within the last 30 days of the second year of Firm Occupancy |
| Seven Year | Within the seven-year anniversary of your Firm Occupancy |



WARRANTY

30 DAY REQUEST FORM

Your 30 Day form should include any outstanding Pre-Delivery Inspection deficiencies as well as any new items that are NOT cosmetic in nature. When your 30 Day form is received, Customer Care will review the items and will schedule the repair of any warrantable items. Please note that Tarion will not accept forms that are submitted late. Therefore, if a form is not submitted on time, the items listed will be deferred to the Year End form.



STATUTORY WARRANTY FORM



30-Day Form

**TO NOTIFY TARION OF OUTSTANDING WARRANTY ITEMS, COMPLETE AND SUBMIT THIS FORM
BEFORE THE END OF THE FIRST 30 DAYS OF POSSESSION OF YOUR HOME.**

YOU MAY SUBMIT ONLY ONE 30-DAY FORM.

You may submit an online version of this form through Tarion's homeowner service called MyHome. Register today at www.tarion.com. You may also submit this form to Tarion Warranty Corporation, located at 5160 Yonge Street, 12th Floor, Toronto, Ontario M2N 6L9, in person, by mail or courier. Send a copy of this completed form to your builder and keep a copy for yourself. Please print all information.

Home Identification Information (Refer to your Certificate of Completion and Possession to complete this box.)

| | | | |
|---|----------------------|---|-------------------------------|
| <input type="text"/> / <input type="text"/> / <input type="text"/> | | <input type="text"/> | <input type="text"/> |
| Date of Possession (YYYY/MM/DD) | | Vendor/Builder # | Enrolment # |
| Civic Address (address of your home under warranty): | | | |
| <input type="text"/> | <input type="text"/> | | <input type="text"/> |
| Street Number | Street Name | | Condo Suite # (if applicable) |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| City/Town | Postal Code | Lot # | <input type="text"/> |
| Contact Information of Homeowner(s): | | | Project/Subdivision Name |
| <input type="text"/> | | <input type="text"/> | |
| Homeowner's Name | | Homeowner's Name (if applicable) | |
| <input type="text"/> | | <input type="text"/> | |
| Daytime Phone Number | | Daytime Phone Number | |
| <input type="text"/> | | <input type="text"/> | |
| Evening Phone Number | | Evening Phone Number | |
| <input type="text"/> | | <input type="text"/> | |
| Fax Number | | Fax Number | |
| <input type="text"/> | | <input type="text"/> | |
| Email Address | | Email Address | |
| <input type="checkbox"/> Check this box if you are not the original registered homeowner. | | <input type="checkbox"/> Check this box if you are not the original registered homeowner. | |

Mailing Address for Correspondence to Homeowner (if different from Civic Address above)

| | | | |
|----------------------|----------------------|----------------------|-------------------------------|
| <input type="text"/> | <input type="text"/> | | <input type="text"/> |
| Street Number | Street Name | | Condo Suite # (if applicable) |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| City/Town | Province | Postal Code | |

| |
|--|
| |
|--|

A reference to the Pre-Delivery Inspection Form or to other documentation will not be accepted.

List all outstanding items covered by the statutory warranty in the table below. If you require more space, please make copies of this page, number them and attach them to this Statutory Warranty Form.

For additional information about new home warranty protection, visit our website at www.tarion.com or call us at 1-877-9TARION (1-877-982-7466).

[illegible]

/ /

Remember to send a copy of this completed Form to your Builder.

TARN-YRND-02.12

WARRANTY

YEAR END REQUEST FORM

At time of your year end we ask that you note any outstanding deficiencies as well as any new items that are NOT cosmetic related in nature. Once the form is received, Customer Care will review the items and schedule the repair of any warrantable items. Again, Tarion will not accept forms that are submitted late so please ensure the proper timelines are met accordingly.



STATUTORY WARRANTY FORM



Year-End Form

**TO NOTIFY TARION OF OUTSTANDING WARRANTY ITEMS, COMPLETE AND SUBMIT THIS FORM
IN THE FINAL 30 DAYS OF THE FIRST YEAR OF POSSESSION OF YOUR HOME.**

YOU MAY SUBMIT ONLY ONE YEAR-END FORM.

You may submit an online version of this form through Tarion's homeowner service called MyHome. Register today at www.tarion.com. You may also submit this form to Tarion Warranty Corporation, located at 5160 Yonge Street, 12th Floor, Toronto, Ontario M2N 6L9, in person, by mail or courier. Send a copy of this completed form to your builder and keep a copy for yourself. Please print all information.

Home Identification Information (Refer to your Certificate of Completion and Possession to complete this box.)

/ /
Date of Possession (YYYY/MM/DD) Vendor/Builder # Enrolment #

Civic Address (address of your home under warranty):

Street Number Street Name Condo Suite # (if applicable)

City/Town Postal Code Lot #

Contact Information of Homeowner(s):

| | |
|---|---|
| <input type="text"/> Homeowner's Name | <input type="text"/> Homeowner's Name (if applicable) |
| <input type="text"/> () - Daytime Phone Number | <input type="text"/> () - Daytime Phone Number |
| <input type="text"/> () - Evening Phone Number | <input type="text"/> () - Evening Phone Number |
| <input type="text"/> () - Fax Number | <input type="text"/> () - Fax Number |
| <input type="text"/> Email Address | <input type="text"/> Email Address |
| <input type="checkbox"/> Check this box if you are not the original registered homeowner. | <input type="checkbox"/> Check this box if you are not the original registered homeowner. |

Mailing Address for Correspondence to Homeowner (if different from Civic Address above)

Street Number Street Name Condo Suite #

City/Town Province Postal Code (if applicable)

For additional information about new home warranty protection, visit our website at www.tarion.com or call us at 1-877-9TARION (1-877-982-7466).

Enrolment #

You may submit only one Year-End Form, so be sure it is complete.

Tarion will only accept and act on the first Year-End Form that has been properly submitted on time.

Outstanding Items

List all outstanding items covered by the statutory warranty in the table below. If you are reporting a Special Seasonal Item, please also check the box below. If you require more space, please make copies of this page, number them and attach them to this Statutory Warranty Form.

☐

Check this box to report an outstanding Special Seasonal Item such as grading, sodding, walkways or paving. Please also provided details below.

| Item # | Room/Location | Description |
|--------|---------------|-------------|
| | | |
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| | | |

The items specified on this Statutory Warranty Form constitute a complete list of all known warranty items which are outstanding and have not been resolved by my Builder to date.

Homeowner's Signature

Homeowner's Signature (if applicable)

Remember to send a copy of this completed Form to your Builder.

/ /
Date of Signature (YYYY/MM/DD)

Please note that you should allow your Builder's representatives or subcontractors access to your home during regular business hours, at a mutually acceptable time arranged in advance, in order to complete the necessary work. Failure to do so may jeopardize your warranty rights.

WARRANTY

SECOND YEAR END REQUEST FORM

You will have one more opportunity to submit a warranty claim through the Tarion portal and this is at time of your second year end. Please note that Tarion only accepts defects related to heating, plumbing, electrical and water penetration under the second year warranty.



STATUTORY WARRANTY FORM



Second-Year Form

**TO NOTIFY TARION OF OUTSTANDING WARRANTY ITEMS, COMPLETE AND SUBMIT THIS FORM
DURING THE SECOND YEAR OF POSSESSION OF YOUR HOME.**

YOU MAY SUBMIT MORE THAN ONE SECOND-YEAR FORM IF NEW ITEMS ARISE.

You may submit an online version of this form through Tarion's homeowner service called MyHome. Register today at www.tarion.com. You may also submit this form to Tarion Warranty Corporation, located at 5160 Yonge Street, 12th Floor, Toronto, Ontario M2N 6L9, in person, by mail or courier. Send a copy of this completed form to your builder and keep a copy for yourself. Please print all information.

Home Identification Information (Refer to your Certificate of Completion and Possession to complete this box.)

/ /

Date of Possession (YYYY/MM/DD) Vendor/Builder # Enrolment #

Civic Address (address of your home under warranty):

Street Number Street Name Condo Suite # (if applicable)

City/Town Postal Code Lot #

Contact Information of Homeowner(s):

Homeowner's Name Homeowner's Name (if applicable)

() - () -

Daytime Phone Number Daytime Phone Number

() - () -

Evening Phone Number Evening Phone Number

() - () -

Evening Phone Number Evening Phone Number

Fax Number Fax Number

Email Address Email Address

☐ Check this box if you are not the original registered homeowner.
 ☐ Check this box if you are not the original registered homeowner.

Mailing Address for Correspondence to Homeowner (if different from Civic Address above)

Street Number Street Name Condo Suite # (if applicable)

City/Town Province Postal Code

For additional information about new home warranty protection, visit our website at www.tarion.com or call us at 1-877-9TARION (1-877-982-7466).

Enrolment #

Outstanding Warranty Items

Check the applicable boxes and describe within the appropriate categories below, any second year warranty items that you wish to report. If you require more space, please supply additional pages and reference the numbered items in this table.

| | |
|--------------------------|---|
| <input type="checkbox"/> | 1. Water penetration of basement or foundation |
| | |
| | |
| <input type="checkbox"/> | 2. Water penetration of the rest of your building envelope (e.g. windows, doors, roof, exterior walls) |
| | |
| | |
| <input type="checkbox"/> | 3. Electrical system defects (e.g. wires, conduits, pipes, junctions, switches, receptacles and seals) |
| | |
| | |
| <input type="checkbox"/> | 4. Plumbing system defects (e.g. wires, conduits, pipes, junctions, switches, receptacles and seals) |
| | |
| | |
| <input type="checkbox"/> | 5. Heating system defects (e.g. wires, conduits, pipes, junctions, switches, receptacles and seals) |
| | |
| | |
| <input type="checkbox"/> | 6. Exterior cladding defects (e.g. exterior wall coverings, including siding and above grade masonry) |
| | |
| | |
| <input type="checkbox"/> | 7. Major structural defects |
| | |
| | |
| <input type="checkbox"/> | 8. Violations of the Ontario Building Code's health and safety provisions |
| | |
| | |

The items specified on this Statutory Warranty Form constitute a complete list of all known two year warranty items which are outstanding and have not been resolved by my Builder to date.

Homeowner's Signature

/ /

Date of Signature (YYYY/MM/DD)

Homeowner's Signature (if applicable)

Remember to send a copy of this completed Form to your Builder.

Please note that you should allow your Builder's representatives or subcontractors access to your home during regular business hours, at a mutually acceptable time arranged in advance, in order to complete the necessary work. Failure to do so may jeopardize your warranty rights.

WARRANTY

SEVEN YEAR END REQUEST FORM

Under the Tarion guidelines new homes are protected for seven years against any major structural defects.

Tarion identifies major structural defects as:

- Defects in work or materials that affect a structural loadbearing element of the home, resulting in an actual structural failure
- Defects in work or materials that materially compromise a structural loadbearing element of the home, even if failure has not occurred or is not imminent
- Defects in work or materials that materially and adversely affect the use of a significant portion of the home

EMERGENCY MAINTENANCE REQUESTS

Should an emergency occur in your suite in between the allocated Tarion reporting period, Brixen Developments Inc. will consider this as a top priority and will investigate and resolve this item as due time.

Please remember that an emergency includes a **loss of heat, loss of water, a water leak and loss of electrical power**. If there is an occurrence, please contact your building Concierge immediately to fill out an emergency request form. ■



IN-SUITE MAINTENANCE

IN-SUITE MAINTENANCE

Appliances

Your suite is equipped with top quality appliances that include a range, over-the-range microwave, dishwasher, refrigerator, washer and ventless dryer.

The warranty for the appliances start on the day of your firm occupancy and are warranted directly through the manufacturer – Whirlpool and Tasco Appliances. If service is needed, you will be required to present proof of occupancy. This can be found on your Tarion Certificate of Completion and Possession (presented to you at the time of your Pre-Delivery Inspection). The supplier will not accept cosmetic deficiencies such as scratches or dents in the appliance if they were not present at the time of your Pre-Delivery Inspection.

Tasco Appliances Email: csnewticket@tgappliance.ca
Phone: 1-866-848-6767

Whirlpool Client Care Phone: 1-800-807-6777

Please find the appliance product and warranty specifications in the links below.

| | |
|------------------------|---|
| Whirlpool Refrigerator | https://www.manuals.ca/whirlpool/urb551wngz/manual |
| Whirlpool Range | https://www.manuals.ca/whirlpool/ywee510s0fs/manual |
| Whirlpool Microwave | https://www.manuals.ca/whirlpool/ywee510s0fs/manual |
| Whirlpool Dishwasher | https://www.manuals.ca/whirlpool/wdta50sakz/manual |
| Whirlpool Washer/Dryer | https://www.manuals.ca/whirlpool/ywet4024hw/manual |

RECOMMENDED - The dryer that has been installed includes the latest in technology and is ventless. We recommend that the laundry door remain open while the machine is in use.

IN-SUITE MAINTENANCE

Baseboards

The baseboards installed throughout your suite are warranted for one year. During the Pre-Delivery Inspection you will note if there is damage to the baseboards such as chips or gouges. As your suite settles it is normal for separation to occur leaving a gap between the joints of the baseboards. This is not considered warrantable under the Tarion Construction Performance Guidelines.

Cabinets

The cabinets in both your kitchen and washroom have been installed to have soft-close doors. The cabinets should be aligned properly however, with regular use the hinges may loosen over time. If this occurs adjustments can be easily made by tightening the hinges on the interior of the cabinet as per the diagram below.



To clean the cabinets, use a damp microfiber cloth to wipe them down. Do not use any abrasive cleaners or scrubs as this will scratch the cabinets and cause damage to them.



IN-SUITE MAINTENANCE

Caulking

The material in your suite will expand and contract with varying temperatures. Caulking is used to seal these cracks. It is also used in areas that are susceptible to water leakage, around bathtub enclosures for instance. Caulking will contract in time and will separate. When this occurs, the caulking should be removed and reapplied. Tarion does not warrant this item under the Construction Performance Guidelines. A tube of caulking can be purchased at your local hardware store. When applying caulking ensure the old caulking has been removed and the area properly cleaned and dried before reapplying. It takes approximately 24 hours to cure so avoid using the area until it is dry.

Please follow the steps as outlined below to maintain your caulking:



1

Remove Caulking



2

Cut the tip of the caulking tub on an angle



3

Secure tape around the area to be caulked, hold the tub on an angle and press softly

Closets and Shelving

Your suite closets are in the foyer and bedrooms. Wire shelving has been installed to create a convenient alternative for storing items, however, we do not recommend placing heavy items on the shelving as this may cause the shelves to buckle under the weight and separate from the wall.



IN-SUITE MAINTENANCE

Countertops

The countertops in your suite are constructed from a very durable and stain resistant engineered stone – Quartz. It is highly resistant to scratches and heat. However, care is still needed to keep your countertop looking beautiful for years to come. Do not place hot items directly on the countertop, always use a trivet. Carefully clean the surface with a damp cloth. Do not use an abrasive cleaner. Simply put, rinse and dry is the best way to maintain your countertop.

Please note that Tarion does not warrant cosmetic damage to the countertop that has not been previously reported on your PDI.

Doors and Frames

There may be a variety of door styles installed in your suite: swing doors, sliding doors and your entry suite door. Some of the doors will come with locks while others may not. Your doors should always open smoothly and lock properly (where applicable) and the hinges should move freely and effortlessly. The surrounding door frames are painted and add the perfect finishing touch to your door. However, as your suite settles the door frames may separate causing a gap between the seams. If this occurs a wood filler can be added to close the gap.

Drywall

Newly installed drywall will contain moisture that will be released as your suite settles in the first year. As a result of this nail pops and settlement cracks will occur. This is very normal. As Tarion considers this normal shrinkage of material, it is excluded from the warranty. In the future nail pops and drywall cracks can be repaired by applying a drywall compound to the area, allowing it time to dry then sanding the area before painting over it.

Patching a Drywall Crack



Patching a Nail Pop



IN-SUITE MAINTENANCE

Electrical

The electrical in your suite is broken down into several components:

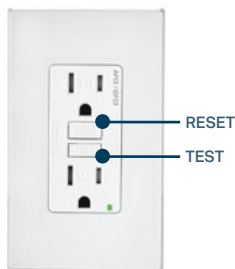
- Breaker Panel
- Ground Fault Circuit Interrupter (G.F.C.I.)
- Arc Fault Circuit Interrupter (A.F.C.I.)
- Switched Receptacles
- Capped Ceiling Rough-in
- Light Fixtures and Bulbs
- Smoke detector/Carbon Monoxide Detector
- Building Speaker

Breaker Panel



Your suite contains ONE electrical breaker panel. The breaker panel contains circuits that provide power to specific areas within your suite. If a circuit is overloaded the breaker will trip and eliminate power. Your breaker panel contains a legend that cross-references which circuit relates to which source of power.

Ground Fault Circuit Interrupter (G.F.C.I.)



The G.F.C.I. has been installed in the main washroom of your suite. If your suite has two washrooms, one G.F.C.I. connects both areas. The G.F.C.I. is a safety feature that will shut the power off if an electrical item meets with water. If tripped the G.F.C.I. receptacle can be reset by pressing the reset button.



IN-SUITE MAINTENANCE

Arc Fault Circuit Interrupter (A.F.C.I.)

The A.F.C.I. protects against fires by detecting a wide range of electrical faults. If an unwanted arcing condition is detected, it will trip its internal contacts in order to de-energize the circuit.

Switched Receptacles

Switched receptacles have been installed in your suite and can be found in the living room and/or bedroom. The switched receptacle is prewired to a light switch on the wall. Therefore, when a lamp is plugged into the receptacle, it can be controlled by the wall switch.

Capped Ceiling Rough-In



ROUGHED IN CEILING CAP

You have been provided with a capped ceiling rough-in. The electrical wiring has been roughed in for a future fixture installation which is controlled by a wall switch. When you are ready to add extra lighting we recommend that you use a licensed Electrician to ensure that all wires are connected correctly and to code.

Light Fixtures and Bulbs

The light fixtures installed in your suite are quality fixtures, however, bulbs in time will need to be replaced. This is part of homeowner maintenance. These can be purchased at your local hardware store.

The chart below outlines the type of bulbs used in your suite.

| LOCATION | LIGHTING | |
|----------|----------------|---------------------------|
| Kitchen | Track lighting | 120V output, 50W bulb |
| Foyer | Flush Mount | 120V output, 40W bulb |
| Bathroom | Wall Sconce | LED 120V output, 26W bulb |



IN-SUITE MAINTENANCE

Smoke Detector/Carbon Monoxide Detector



The smoke detector and carbon monoxide detector are important features that have been installed as per the Ontario Building Code and for your overall safety. You will find these located in your main living area. Depending on your suite type you may have multiple smoke detectors. The smoke detector is hardwired into your electrical breaker panel.

Building Speaker

There is an in-suite building speaker installed in the main living area of your suite. It is a one-way speaker that will enable you to hear emergency P.A. announcements and alarms.

Laminate/Hardwood Flooring

The standard flooring installed in your suite is a high-quality laminate that is extremely durable, fade resistant and stain resistant that is easy to clean and maintain. To clean the floor sweep or vacuum on a regular basis to remove debris and use a soft damp cloth to wash the floor. Clean and remove spills immediately as they occur. Excess moisture will cause the floor to swell and will damage the floor. Swelling, bubbling and warping of the floor caused by excess water is not warranted.

Please note that laminate flooring will contract and expand with temperature fluctuations. This may cause gaps in the floor and is considered normal.



IN-SUITE MAINTENANCE

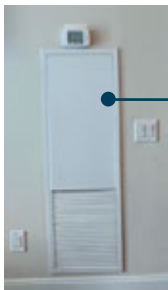
Heating

The heating in your suite is comprised of a:

- Fan Coil Unit (F.C.U.)
- Thermostat

Fan Coil Unit

Your fan coil is part of your HVAC unit that supplies air conditioning in the summer and heating in the winter. Your fan coil unit will require maintenance to ensure proper operation. It contains a filter that should be replaced every two months. To replace your filter lift the cover and remove the filter before placing a clean one in its place. The filter size will be indicated on the removed filter and is typically a standard size that can be purchased at any hardware store.



FAN COIL
UNIT



FILTER

Thermostat

The thermostat serves to control the fan speed and temperature set allowing you to control the amount of heat or cooling in your suite. The thermostat is programmable and has a fan and an auto function which allows the fan to run continuously or only as required. Property Management turns the central air conditioning on in May and the central heat in October.



IN-SUITE MAINTENANCE

Paint

Two types of paint finishes have been used in your suite – flat and semi-gloss. Flat has been used on walls throughout your suite whereas semi-gloss paint has been used on the trim throughout.

With daily activities paint surfaces will be susceptible to scuffing. If this occurs wipe the area with a soft, damp cloth. Tarion does not warrant paint deficiencies as this is considered cosmetic, therefore we have provided the paint code used should you need to touch up an area AFTER the Pre-Delivery Inspection.

Walls: **Dulux** **DELICATE WHITE DLX 1001-1 FLAT**
Trim: **Dulux** **DELICATE WHITE DLX 1001-1 (SEMI-GLOSS)**



IN-SUITE MAINTENANCE

Plumbing

The plumbing in your suite consists of several key finishes:

- Water Shut Off Valve
- Sprinkler
- Toilet Bowl
- Sink (Kitchen and Washroom)
- Faucet
- Bathtub
- Shower

Water Shut Off Valve

As per suite design the water shut off valves can be found in the access panel below the washroom sink. This water shut off valve is the main source of water and shuts the water for the entire suite. To shut it off remove the access panel cover and press the lever down.

There is also a water shut off valve located to the left of your washing machine. When the washing machine is in use the water valve should be placed to the “ON” position. If the washing machine is not in use or you will be away for an extended time, it is recommended that you turn the water shut off valve to the “OFF” position.



MAIN
SHUT-OFF
VALVE



LAUNDRY
SHUT-OFF
VALVE



IN-SUITE MAINTENANCE

Sprinkler

You will notice sprinklers located throughout your suite. These sprinklers have been installed in accordance with to the Ontario Building Code. The sprinklers are capped and in the event of an emergency will activate. When activated a message is transmitted to security and the fire department will be alerted.

Toilet Bowl

Your suite is equipped with a high efficiency, low consumption toilet as specified by the Ontario Building Code. Your toilet will use 4.8 litres per flush and is considered low flush. Located to the left of the toilet is the toilet shut off valve. In the event of an emergency turn the valve OFF.

As this is a low flush toilet it is recommended that you only flush toilet paper. Any damage caused by improper use will not be covered under Tarion's statutory warranty.

Sink (Kitchen and Washroom)

Your kitchen is equipped with a high-quality stainless-steel sink with a stopper. To keep your sink looking its best, we recommend cleaning it with a non-abrasive stainless steel cleaner and a damp cloth. Ensure to rinse well to remove any standing residue. Likewise, your washroom sink is made of durable porcelain that requires little maintenance to keep its beauty for years to come. Again, wipe with a soft cloth and non-abrasive cream or liquid cleaner.

Faucet

The faucets installed in your suite are of good quality stainless. The kitchen contains a vegetable sprayer that can be pulled away from the faucet head and retracted. This should never be pulled too hard or stretched as it will damage.



IN-SUITE MAINTENANCE

Bathtub/Shower

As per suite specifications you may have either a bathtub or a shower enclosure installed. To turn on the shower, lift the lever located on the toe test. Alternatively, use the tub stop to fill with water.

Tiles

Porcelain tile is both dense and durable making it the perfect tile for high traffic areas. This tile has been installed in your washroom – both on the floor and tub/shower enclosure as well as in the laundry room and kitchen backsplash. Porcelain tile is very easy to clean. On floors use a damp mop with a mild water-soap solution.

Please note that Tarion does not warrant cracks and/or chips after the Pre-Delivery Inspection as these are considered cosmetic items. The flooring will be examined at time of your appointment and any damage should be noted.

Vanity Mirrors

The mirrors installed in your suite are frameless and should be cleaned regularly. Combine one cup of water, one cup of vinegar and a teaspoon of dish soap in a spray bottle to get the best results. ■



COMMON ELEMENT

COMMON ELEMENT

Windows

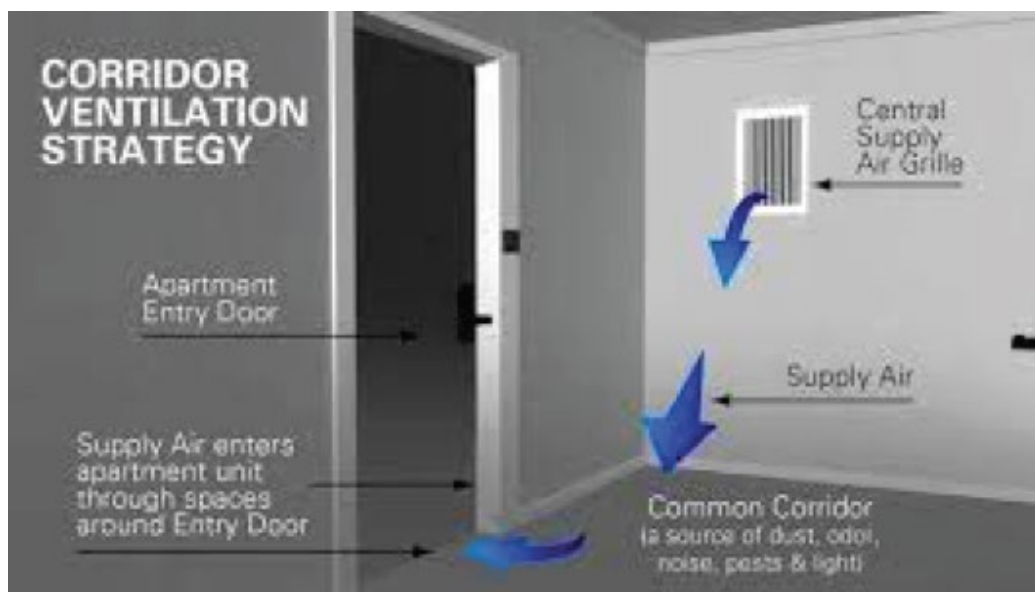
Under Tarion, the windows fall within the jurisdiction of your common element. In accordance with the Ontario Building Code, the operable window in your suite will open to a maximum of four inches.

Property Management will schedule routine window cleaning on the exterior windows twice a year, however, the interior windows are your responsibility. Windows should be washed with a soap and water base mixture or any commercial all-purpose window cleaners.

Windows on the interior and exterior of your suite are considered exclusive common element. Deficiencies should be reported to your Condominium Corporation.

Corridor Air

You will notice a gap around your suite entry door. Do not install extra weather sealing around your entry door. This gap serves to bring fresh air into your suite and helps maintain a good level of air circulation. The corridor air also serves as a safety feature. For instance, in the event of fire, the corridor fresh air units are disabled which will aid in preventing smoke from entering into your suite. ■



SEASONAL MAINTENANCE

SEASONAL MAINTENANCE

Spring Home Maintenance Checklist

- Replace fan coil filter
- Remove covers and vacuum dust from vents
- Check and reset Ground Fault Circuit Interrupter (G.F.C.I.)
- Test smoke alarms and carbon monoxide detectors
- Inspect for water leaks
- Check that windows and screens are operating properly

Summer Home Maintenance Checklist

- Replace fan coil filter
- Check air conditioning to see if it is functioning properly
- Inspect for water leaks
- Check and reset Ground Fault Circuit Interrupter (G.F.C.I.)
- Test smoke alarms and carbon monoxide detectors
- Check and clean exhaust fans
- Inspect doors and locks for proper closure and locking

Fall Home Maintenance Checklist

- Replace fan coil filter
- Check caulking around windows for air or water leaks
- Check and reset Ground Fault Circuit Interrupter (G.F.C.I.)
- Test smoke alarms and carbon monoxide detectors
- Check windows for caulking separations
- Check weather stripping for damage or wear
- Check for condensation and humidity



SEASONAL MAINTENANCE

Winter Home Maintenance Checklist

- Replace fan coil filter
- Check and reset Ground Fault Circuit Interrupter (G.F.C.I.)
- Test smoke alarms and carbon monoxide detectors
- Check and clean exhaust fans
- Inspect for water leaks
- Check and clean exhaust fans
- Ensure heat is operational



QUICK REFERENCE GUIDE

QUICK REFERENCE GUIDE

| COMPANY | ADDRESS | CONTACT INFORMATION |
|---|---|---|
| Brixen Development Inc. Customer Care | 3800 Steeles Avenue W, Suite 103W Woodbridge, ON, L4L 4G8 | P: 289-657-1315 E: Customercare@brixen.ca |
| Bayshore Property Management | 681 Yonge Street, Barrie, ON, L4N 4R8 | P: 705-721-9998 E: Admin@bpmgmt.ca |
| Bayshore Property Management After Hours Emergency | 11 Ferris Ln Barrie, ON, L4M 5N6 | P: 1-800-265-9695 |
| Concierge | 681 Yonge St. Barrie, ON, L4N 4E8 | P: 705-797-0511 |
| Rogers | | P: 705-791-6735 E: Kim.Murchison@rci.rogers.com |
| Bell | | P: 1 (844)476-6635 E: Brandyn.hazelton@osldirect.com |
| Provident Energy Management | | P: 1-866-840-2720 ext. 2 416-736-0630 E: customerservice@pemi.com |
| Tasco Appliances | | P: 1-866-848-6767 E: csnewticket@tgappliance.ca |
| Whirlpool Client Care | | P: 1-800-807-6777 |

