

PRE MOVE-IN  
MANUAL

\_357 king west



OUR VISION.  
OUR BEST SERVICE.

IN PREPARATION FOR YOUR MOVE-  
IN DAY, WE HAVE CREATED A SIMPLE  
INFORMATION PACKAGE TO ENSURE  
THINGS GO SMOOTHLY, ALLOWING YOU  
TO FOCUS ON THE EXCITEMENT AHEAD.

\_WE ARE HERE TO HELP.

AS THEY SAY, IT'S ALL IN THE DETAILS.

COORDINATING A MOVE CAN BE MORE WORK THAN EXPECTED, ESPECIALLY WHEN YOU DON'T KNOW WHERE TO START. WE ARE HERE TO HELP. USE THIS GUIDE AND TAKE CARE OF AS MANY DETAILS AS YOU CAN AND MAKE MOVE-IN DAY A CELEBRATION, NOT A CHORE!

SHOULD YOU HAVE ANY ADDITIONAL QUESTIONS OR CONCERNS, DO NOT HESITATE TO CONTACT YOUR CUSTOMER CARE TEAM.

[HIRISECUSTOMERCARE@GREATGULF.COM](mailto:HIRISECUSTOMERCARE@GREATGULF.COM)



DON'T MISS A SINGLE LETTER!

ANYONE AND EVERYONE THAT  
SENDS YOU MAIL WILL NEED YOUR  
NEW ADDRESS. BANKS, CREDIT CARD  
COMPANIES AND YOUR FAVOURITE  
ONLINE RETAILERS INCLUDED.

IF YOU HAVEN'T ALREADY SHARED  
THE GREAT NEWS, REGISTERING YOUR  
MOVE OF ADDRESS WITH CANADA POST  
([CANADAPOST.CA](https://canadapost.ca)) WILL HELP ENSURE  
NOTHING SLIPS THROUGH THE CRACKS  
DURING YOUR TRANSITION.

## CHANGE OF ADDRESS



Illustration is artist's concept. E. & O. E.

### **\_YOUR NEW ADDRESS IS**

357 King Street West  
Toronto, ON M5V 0S7

### **\_KEYS**

Once our lawyer has notified us that your interim occupancy closing has been successfully completed you will be notified that your keys are available for pick up. Your keys will be available in the Customer Care Office located in the building (Unit 506)

Our office hours are:

8:00am - 5:00pm (Monday - Thursday)

8:00am - 4:30pm (Friday)

For more information on the Key Release process, please see *Page 18* of this document.

### **\_SCHOOLS**

If you have children, contact the appropriate school board to make arrangements for registration

#### **TORONTO PUBLIC SCHOOL BOARD**

[tdsb.on.ca](http://tdsb.on.ca)

#### **TORONTO CATHOLIC DISTRICT SCHOOL BOARD**

[tcdsb.org](http://tcdsb.org)

### **\_NOTIFY THE MINISTRY**

Visit Service Ontario to update your driver's license and health card with your new address.

[serviceontario.ca](http://serviceontario.ca)

### **\_MAIL**

Mail service will begin at **\_375 king west**, when 60% interim occupancy has been achieved. Until that time, your mail will be available for pick up at the Canada Post delivery station located at:

675 Commissioners Street

For more information on the your mail delivery during interim occupancy, please see *Page 16* of this document.



AT 357 KING WEST, WE WANT YOUR MOVE-IN  
DAY TO FEEL AS SIMPLE AS A-B-C.

TO ENSURE YOUR MOVE IS HASSLE-FREE,  
PLEASE REVIEW THE SIMPLE PROCEDURES  
FOR BOOKING THE ELEVATOR.







## GETTING CONNECTED



Illustration is artist's concept. E. & O. E.

### \_SET UP PHONE, INTERNET & CABLE



**Melanie McFarlane, NC Account Specialist**

Phone - (416) 358-0662

Email - [Melanie.McFarlane@rci.rogers.com](mailto:Melanie.McFarlane@rci.rogers.com)

Scan the following QR Code for more details or to book an appointment.



### \_HYDRO



Every unit at **\_357 king west** has been individually metered for hydro. You will be provided with additional information on how to set-up your account in advance, so you will always be connected.

If you would like to speak with Provident or learn about Great Gulf's environmentally friendly individual metering procedures and initiatives, contact:

**Kristoffer Aquino, On Boarding Supervisor**

Phone - (416) 736-0630 ext. 1737

Email - [KAquino@pemi.com](mailto:KAquino@pemi.com)

YOUR NEW CONDO UNIT HAS BEEN  
PRE-WIRED FOR TELEPHONE AND  
CABLE SERVICES.

HEATING/COOLING AND WATER IS  
INCLUDED IN YOUR MAINTENANCE FEES.



Illustration is artist's concept. E. & O. E.



## AMENITIES



Illustration is artist's concept. E. & O. E.

### COMMON AREA AMENITIES

357 king west has many exciting amenities to offer our residents. At this time all amenities are still under construction.

### COMMON HALLWAYS

In order to prevent damages to wallpaper and carpet, we may not have fully completed the hallways prior to initial occupancy. In fact, we typically wait until most of the floor is moved in before completing the final touches. As you can appreciate, damages can be caused by movers during occupancy; your patience during this transition period is greatly appreciated.

### PROPERTY MANAGEMENT

Your property management team will be  
**DEL PROPERTY MANAGEMENT**

The Property Management office is located in Unit 203 on the 2<sup>nd</sup> floor.

The hours of operation are:  
9:00am - 5:00pm (Monday - Friday)

We encourage you to stop by to introduce yourself when you move in.

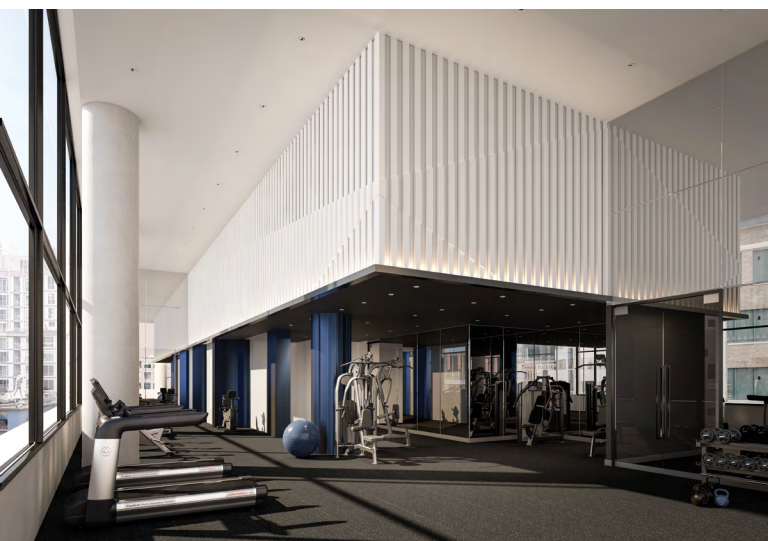


Illustration is artist's concept. E. & O. E.

A PREVIEW, TO THE BIG SHOW.

APPROXIMATELY ONE MONTH PRIOR TO YOUR OCCUPANCY, YOU WILL RECEIVE AN EMAIL FROM THE CUSTOMER CARE TEAM TO BOOK YOUR VIRTUAL OR IN-PERSON PDI THROUGH OUR NEW ON-LINE PORTAL.

A PROFESSIONAL PDI REPRESENTATIVE WILL SHOW YOU HOW THE FEATURES IN YOUR HOME OPERATE AND PROVIDE YOU WITH USEFUL HOME MAINTENANCE TIPS.

## PRE-DELIVERY INSPECTION

## AT YOUR PDI APPOINTMENT

- Become more familiar with the operating features of your unit
- Identify with the inspector any deficiencies, damage or incomplete items which will be itemized on a PDI deficiency form.
- Complete the TARION Certificate of Completion and Possession form (CCP)
- Receive your Next Steps Guide, providing you guidance on how to prepare for your closing date.

## APPOINTMENT TIMES

Appointments are typically one hour in length and are scheduled Monday - Friday (8:30am - 3:00pm). We recommend to book time off from work for this appointment. Children or extended family are not permitted to attend the PDI as we will be covering a lot of information that will require your full attention. If you are unable to attend your PDI, we have recently developed the option to conduct your inspection virtually via ZOOM. Additionally, you may contact the Customer Care Team for a designate form where you will be able to **assign an agent, family or friend to attend on your behalf.**

MY NOTES.

## COMMON QUESTIONS

### WHAT IS THE DIFFERENCE BETWEEN INTERIM OCCUPANCY AND FINAL CLOSING?

In a condominium, the building must go through a statutory process called **Registration of the Declaration**, which creates the Condominium Corporation. Once created, the ownership of the common elements are transferred from the Declarant to the Condominium Corporation.

Interim occupancy occurs, prior to condominium registration, when the building is substantially complete. A homeowner pays the developer a monthly interim occupancy fee until the final closing occurs. Your lawyer will receive a document package with the fee amount approximately 2 weeks prior to your occupancy date.

The Final Closing occurs subsequently, when the condominium declaration is registered and title to the condominium unit is transferred into the homeowner's name. Then the homeowner's mortgage can be registered and payments of common expenses commence.

### HOW MUCH MONEY WILL THE MONTHLY OCCUPANCY FEES BE?

About two weeks before your interim occupancy date, and/or your final closing date, your lawyer will receive a package from our lawyer. This will advise your lawyer how much your monthly costs will be, how many postdated cheques you will need, and any additional requirements for closing.

### WHEN WILL OUR BUILDING BE REGISTERED?

We are estimating registration for **\_357 king west** in late Fall 2022/early Winter 2023.

### CAN I RENT MY UNIT BEFORE FINAL CLOSING?

Before final closing, there is **NO** advertising permitted for leasing during occupancy with the exception of with our exclusive listing brokerage, **Cornerstone Marketing Realty Inc.**  
Email: [info@cornerstonemarketing.ca](mailto:info@cornerstonemarketing.ca)  
Phone: (905) 503-9545

You may retain any Agent if they are using a private network to lease the unit during the occupancy period and are not advertising the lease. After final closing, there is no restriction on advertising and you and/or your Agent may select any advertising method you wish to lease your unit.

Refer to your agreement of purchase and sale for all terms, fees, and lawyer's contact information. Please note, there is a rental application processing fee in the occupancy period payable to our lawyer's office (\$500 + HST). After final closing (when you receive title to the unit), this fee does not apply. If you have secured a Tenant, please have your lawyer contact our lawyer to initiate the leasing process.

### WHAT IF I WANT TO ASSIGN MY UNIT?

Before final closing, there is **NO** advertising permitted for assignments with the exception of our exclusive listing brokerage, **Cornerstone Marketing Realty Inc.**  
Email: [info@cornerstonemarketing.ca](mailto:info@cornerstonemarketing.ca)  
Phone: (905) 503-9545

You may retain any Agent if they are using a private network to assign the unit during the occupancy period and are not advertising the assignment. After final closing, there is no restriction on advertising and you and/or your Agent may select any advertising method you wish to sell your unit.

If you have secured an Assignee, please have your lawyer contact our lawyer to initiate the assignment process.





Illustration is artist's concept. E. & O. E.

YOU HAVE QUESTIONS AND  
WE HAVE ANSWERS!



## COMMON QUESTIONS

### WHEN CAN I RECEIVE MY KEYS?

Your interim occupancy date will be approaching shortly. The following information is important so that your big day runs as smoothly as possible.

- Occupancy closing isn't completed until our lawyer receives the closing document package from your lawyer and notifies us to release the keys.
- You should be in constant contact with your lawyer on this day. Once Customer Care confirms that you have closed, you will receive a phone call or email to arrange for key pick up.
- Please go to concierge and advise them that you are there for Key Release. They will notify the Customer Care office and direct you where to go.
- Keys will ONLY be released to the registered unit owners. If you will be out of town or unavailable for the key release and want to send someone on your behalf, please send us your request in writing to [hirisecustomer care@greatgulf.com](mailto:hirisecustomer care@greatgulf.com) and we will send you a designate form.

### WOULD IT BE POSSIBLE TO ENTER MY SUITE BEFORE THE SPECIFIED OCCUPANCY AND MOVE IN DATE TO TAKE MEASUREMENTS AND PICTURES?

Due to site safety concerns during construction, we ask that you bring your tape measure and camera to your PDI appointment so you can gather all the information you need. This will be your only opportunity to view your suite until you pick up your keys.

### WHERE IS MY MAIL BEING HELD ?

Until mail service begins at **\_375 king west** with your update in address your mail can be picked up at the Canada Post delivery station:

675 Commissioners Street  
Toronto, ON M4M 1A5  
9:00am to 6:00pm (Monday - Friday)

Photo ID and proof of residence required

Mail will only be released to those who attend and provide the above, as we are unable to release mail to the entire household for security reasons.

### WILL ANYONE OTHER THAN ME HAVE ACCESS TO MY UNIT AFTER I RECEIVE MY KEYS?

Property Management may enter the suite in the event of an emergency or for scheduled maintenance. If service is required in your unit, we recommend someone be home to approve the work completed. However, in the event you cannot be home for work required in your home, we would appreciate that you sign an authorized access form for the Customer Care Team. If you sign an authorized access form, we will email you details on the work completed in your unit and the approximate time we entered.

