

# HALTON STANDARD CONDOMINIUM CORPORATION NO. 455

## REAL ESTATE AGENT POLICY

(Updated May 25, 2018)

As courtesy, the Board of Directors at HSCC 455 has adopted the following policy governing usage of the property by real estate agents. The Corporation, Board of Directors, Management or any other agent of the Corporation is not subject to any liability for missed showings, malfunctioning of the system, delays in programming or reprogramming the intercom code, or for any other reason in connection to the intercom system, key fob access or even damage or theft of the lockbox.

If you currently have an unauthorized lockbox at 1480 & 1490 Bishops Gate in Oakville, you need to immediately relocate it to the stairwell bar at the bottom of the entrance stairwell.

In order for the agents to access the property, please provide us with the following information:

1. Building-Unit # listed (ie. 1480-555) \_\_\_\_\_
2. Name of Owner listing the unit for confirmation \_\_\_\_\_
3. Date unit listed \_\_\_\_\_
4. Name of the Agent listing the property \_\_\_\_\_
5. Name of the Real Estate Agency \_\_\_\_\_
6. Phone number for contact by Management \_\_\_\_\_
7. Statement from you that the Owner agrees to you  I ACCEPT  
accessing the building
8. Statement from you that you will notify us as  I ACCEPT  
soon as the unit has been sold and have the  
lockbox removed.

We require any unauthorized lockboxes placed anywhere on the common elements **removed immediately** or the Corporation may remove them for you. If the Corporation ends up removing the lockbox, you may be charged for costs incurred or related expenses or it will be disposed without notice.

As a reminder, signage is not permitted anywhere on the property, inside or outside of the buildings. When ready, you may order a status certificate at [www.condocafe.com](http://www.condocafe.com).

For further information, please contact the management office via email at [1480bishops@centralerin.com](mailto:1480bishops@centralerin.com), via phone at 905-842-1429, fax at 905-845-4665. Thank you for your cooperation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Realtor®

\_\_\_\_\_  
Signature of Realtor®