



LANGARA  
GARDENS

## ADDITIONAL KEYS/FOB REQUEST FORM

Please complete this form and return it to the Rental Office at 101 - 621 W 57<sup>th</sup> Avenue, Vancouver BC .

Date: \_\_\_\_\_ Phone # (s): \_\_\_\_\_

Tenant's Name: \_\_\_\_\_

Suite #: \_\_\_\_\_ Building address: \_\_\_\_\_

<b>Quantity</b>	<b><u>Type of Device</u></b>	
_____	<b>Building Fob</b>	@\$25.00 = \$ _____ <b>(Non-refundable)</b> <i>Two (2) building fobs for 1 bedroom and Three (3) building fobs for two bedrooms was issued at no charge. Any extra fobs are subject to the approval by a property manager.</i>
_____	<b>Apartment / Suite Key</b>	@\$10.00 = \$ _____ <b>(Non-refundable)</b> <i>Three (3) suite keys for 1 bedroom and Four (4) suite keys for two bedrooms was be issued at no charge.</i>
_____	<b>Skylink Remote Control (West Ash)</b>	@\$50.00 = \$ _____ <b>(Non-refundable)</b> <i>One (1) remote control is issued per rented parking stall at no charge.</i>
_____	<b>ioProx Remote Control (East Ash)</b>	@\$75.00 = \$ _____ <b>(Non-refundable)</b> <i>One (1) remote control is issued per rented parking stall at no charge.</i>
_____	<b>Laundry / Locker Room Key (AE, BE, CE, DE)</b>	@\$20.00 = \$ _____ <b>(Refundable Deposit)</b> <i>One (1) per suite was issued at no charge</i>
_____	<b>Parkade Key (LX1)</b>	@\$20.00 = \$ _____ <b>(Refundable Deposit)</b> <i>Four (4) parkade keys for two bedrooms was issued at no charge.</i>
_____	<b>Bike Room Key (LX2)</b>	@\$20.00 = \$ _____ <b>(Refundable Deposit)</b> <i>Subject to bike registration.</i>

I, the undersigned, have requested access device(s) as detailed above and accept full and complete responsibility for these device(s).

I also agree to the following:

- a) As there may be policies limiting the number of suite devices, if this request exceeds the maximum allowable the order will not be completed
- b) Should the device(s) become lost or stolen the undersigned will report of this incident immediately to the Resident Manager and/or Peterson Residential Property Management Inc.
- c) All additional devices are the property of Langara Gardens and must be returned upon request of the Landlord or at the end of the tenancy. The replacement of any broken, lost or stolen key or fob is subject to a non-refundable administrative charge of \$50.00 each
- d) The replacement of any broken, lost or stolen ioProx remote control is subject to a non-refundable administrative charge of \$75.00 each

**Requested By:**

**Received By:**

Tenant's Name: \_\_\_\_\_

Tenant's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### **OFFICE USE ONLY**

Received by: \_\_\_\_\_ Date \_\_\_\_\_

Payment Received: \$ \_\_\_\_\_ Form of Payment: \_\_\_\_\_ Receipt / Cheque #: \_\_\_\_\_