



## **Home Orientation Checklist**

Item	Location	Features/Comments
Mail Delivery	Mail room located on the Ground Floor  Mailing Address: 225 Village Green Square Suite # Scarborough, ON M1S 0N4	Mail delivery may be delayed in the early occupancy phases. During this time, mail will be rerouted to a mail distribution center. Details of mail service will be included in your suite at time of possession.  Selene will be utilizing the LuxerOne systems for parcels. Parcels will be placed in a locker and a unique pin will be texted to your cell phone that will open the locker for you to retrieve your package. More information is available at <a href="https://luxerone.com">https://luxerone.com</a> The concierge will also be able to accept parcels on the homeowner's behalf provided a waiver is signed. Please note the concierge is unable to accept registered mail.
Your Online Community Platform	BuildingLink www.buildinglink.com	When the community platform is ready for use, Del Property Management will send an email to all residents with the subject line "BuildingLink Login Instructions".  On BuildingLink you will have access to your suite information, appliance manuals as well as community news and events. BuildingLink is also where you can book the moving elevator and amenities spaces.
My Tridel Home	myhome.tridel.com	<ul> <li>Through My Tridel Home you can:</li> <li>View your contract information at a glance</li> <li>View your documents, such as your Agreement of Purchase and Sales,         Certificate of Completion and Possession and Final Statement of Adjustments     </li> <li>View your emails and notices</li> <li>Submit your service requests</li> </ul>
Healthy Habits within Your Community	Common Areas	As COVID-19 continues to impact us all, there are a number of precautions that we strongly recommend adopting to reduce unnecessary exposure or risk to you and your community.  • Wear a mask when traveling throughout the common areas and practice physical distancing  • Respect the posted maximum number of persons for use of elevators  • Plan and book the moving elevator for all deliveries or move ins

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Item	Location	Features/Comments
Enterphone	Lobby Entrance & Visitor Parking Vestibules	The door entry system is connected to the suite telephone. This allows guests to quickly announce their arrival. To utilize the Enterphone system you must register your name and phone number with Property Management.
Security – Concierge	Lobby	Your community has a Concierge on duty 24/7. The concierge team will welcome your guests to your community and is able to assist with elevator & amenity bookings.
Del Property Management (DPM)	Property Management Office Ground Level	Your DPM is responsible for your building maintenance, emergency building response, coordination of recreational facilities and social committees, on behalf of the Board of Directors.
Common Area	<ul> <li>Ground Floor</li> <li>Fitness Room</li> <li>Yoga Room</li> <li>Women's &amp; Men's Change Rooms</li> <li>Women's &amp; Men's Change Steam Rooms</li> <li>Fourth Floor Rooftop</li> <li>Media Lounge</li> <li>Presentation Kitchen/Bar</li> <li>Fireplace and TV Lounge</li> <li>Private Dining</li> <li>Billiards Room</li> <li>Outdoor Lounge</li> <li>Outdoor Dining</li> </ul>	Amenities are meant to be treated as an extension of your home and some are available to be booked for private events via Building Link. Connect with your Concierge or Del Property Management for further details.
Moving Room & Elevator	Common Area	All elevator bookings are on a first come, first serve basis and can be arranged through Building Link or through Del Property Management. There is no fee/deposit required to book. Refer to your Selene Moving Day card for dimensions.
Bike Rack	Common Area	You may register for a dedicated bike rack through Del Property Management. This requires a \$100 deposit and is provided on a first come, first serve basis. The deposit will be returned if you no longer require use of the bike rack.
Locker (if applicable)	Ground, 2 <sup>nd</sup> and 3 <sup>rd</sup> Floors P1 and P2 Levels	All items within locker should be kept elevated off the floor and placed under a plastic cover. The Condominium Corporation or the Declarant is not responsible for items which are damaged as a result of water leakage.
Parking (if applicable)	License Plate Recognition	Selene has implemented a parking management solution with the residents in mind and provides seamless access to your parking spot without having to push any buttons.  Practice safe driving in the underground by limiting speed to no more than 10km/hr.  By completing the DPM Suite Registration Forms, Property Management will ensure your license plate will be uploaded to the system.

Item	Location	Features/Comments
Fresh Air Vents	Corridor	Fresh Air Vents ensure fresh airflow into the
		common areas. The vents in the corridor
		should never be adjusted by a resident. Please
		contact Property Management if there is a
		concern with the corridor venting.
Garbage Disposal	Corridor	Located on the North West end of the corridor
		beside the elevators on each floor.
		Hours of operation are 8am-10pm.
		*For large items, please use the "Bulky Items"
		room located on the Ground Floor at the North West end of the corridor next to the
		garbage room.*
Alarm Panel	Suite Entrance	Your building has been equipped with the
7 Harris and	Saite Entrance	EliteSuite Security System to give you peace of
		mind by providing reliable security protection.
		The elegant and user friendly EliteSuite keypad
		maintains complete control of your residence
		providing easy to understand information.
		All actions performed in your security system
		are executed and displayed through the
		keypad. Before using your EliteSuite system,
		we highly recommend you read the manual
		available in the "My Building – Appliance
		Manuals" section of BuildingLink.
		When set, the concierge will be notified if
		alarm has gone off. Please be advised that
		Property Management may enter Suite for
Fire Alarm Speakers	Suite	Emergency Situations. The speaker is hardwired to emergency
Fire Alarm Speakers  Do not tamper:	Suite	systems in the building; therefore no batteries
Concierge will be alerted		are required.
Sprinklers	Suite	All suites equipped with in-suite sprinkler
		system in accordance with Ontario Building
		Code. Sprinklers are heat activated (fire) and
		sensitive to impact. Do not tamper.
Smoke Alarm(s)	Suite	The smoke alarm is hardwired to the breaker
		panel in the suite. Should a fire be detected
		within your suite, please activate the fire alarm
		pull station located in the corridor.
		Homeowner to test monthly by pressing "test"
		button on unit. There is also a backup 9volt
		battery that may require replacement as a part of homeowner maintenance.
Demarcation Unit	Foyer Closet	Your suite has been pre-wired by Rogers.
(cable, phone, internet)	- Oyer closet	Included as a part of your maintenance fees is
(Jas.e, priorie, internet)		Ignite Internet Gigabyte. Contact your
		Dedicated Rogers Representative at
		move2rogers@rci.rogers.com or
		1-866-902-9534
Washing Machine Shut	Laundry Room	Upon first use of the washer, turn on the
Off Valves		water from the shut off valve. It is also
		recommended to turn the main water off
		when away for an extended period of time.
		Check out our Maintenance Minutes video!
		Search on YouTube – "Water Shut Off Valves
		in Your Condo Home"
L	I	

Item	Location	Features/Comments
Washing Machine	Laundry Room	<ul> <li>Only High-Efficiency (HE) laundry detergent should be used in your washer. After each use remember to:         <ul> <li>Leave your washer door slightly ajar so residual moisture can evaporate.</li> <li>To optimize washing and drying performance, load clothes such that the top 1/4 of drum is empty.</li> </ul> </li> <li>Check out our Maintenance Minutes video!         <ul> <li>Search on YouTube – "How to Use and Maintain Your Washer"</li> </ul> </li> </ul>
Dryer Lint Trap & Ceiling Lint Trap	Laundry Room	Your dryer lint trap should be cleaned after each use. The ceiling lint trap should be cleaned at least once/month (dependent on frequency of use). Regular maintenance will minimize drying time, increase efficiency and prevent a potential fire hazard.  Check out our Maintenance Minutes video! Search on YouTube – "Tridel Lint Trap"
Cleanouts (if applicable)	Kitchen  Located in all suites on the following floors:  7 <sup>th</sup> , 12 <sup>th</sup> , 17 <sup>th</sup> , 22 <sup>nd</sup> and 27 <sup>th</sup>	The pipes that run along the inside of a building from one kitchen to another is known as the kitchen drain. Your Property Management team will set up a cleaning schedule and contact those suites affected.
Energy Recovery Ventilator	Integrated with Fan Coil Unit	The bathrooms are connected to an energy recovery ventilator. An ERV is a type of mechanical equipment that features a heat exchanger combined with a ventilation system providing fresh air into and out of suite units. The ERV air exchanger not only improves indoor air but it also recovers heat and moisture to control the comfort level and enhance energy efficiency in heated or air-conditioned suites. Simply put, this unit allows the delivery of fresh air directly into your home, while recovering 60%-70% of the energy of your outgoing air.  Your energy recovery ventilator is integrated with the vertical fancoil unit. It is a part of the suite ventilation system. The ERV is designed to stay "on" year-round and result in energy savings while supplying fresh air. Check with your Property Management team regarding an ERV maintenance plan.

Item	Location	Features/Comments
Vertical Fan Coil System (Individual metering of hot water, electricity, heating and cooling consumption.)	Suite	The built in vertical fan coil unit(s) is your source of heating and cooling for your suite. This is a two-pipe system connected to the community's centralized boiler and cooling tower, allowing for heat in the winter and cooling in the summer. Heated and cooled air is produced through the circulation of hot and cold water in the piping loop contained within the fan coil unit. The fan coil motor blows air across this piping loop to produce either warmed or cooled air.  The resident is responsible for changing the filter as needed (standard every three months). Improper maintenance of the fan coil system may result in reduced effectiveness. Filters may be purchased directly from Del Property Management.  Note: Please do not leave your window or balcony doors open, especially near your fancoil when the outside temperature is at or below freezing; as this may freeze the water coil of your unit which could cause a flood and uninsured in-suite damage.
		Check out our Maintenance Minutes video! Search on YouTube – "How to Change Your Fancoil Filter"
Thermostat	Suite	The Honeywell MultiPRO Thermostat is an effortless, seven day programmable or non-programmable thermostat that provides precise comfort control. By default, our teams have left the thermostat on the non-programmable setting however to utilize the full functions of programming, be sure to read the manual available in the "My Building – Appliance Manuals" section of BuildingLink.
		Note: It is important to maintain adequate heating or cooling during extended absences or if the suite is not occupied. Failure to do so can result in damage to your suite finishes and would not be covered under warranty for repair.
Capped Outlets	Dining Room (other locations where applicable)	Use a licensed electrician if planning on lighting installation. The wiring in condominiums differs from a standard dwelling and an improper installation will affect the functions of other electrical outlets and/or switches. The electrical warranty is for two years and failure to use a licensed electrician may result in electrical warranty becoming void. Mayfair Electrical (905-738-2244) has serviced the Selene community.
		Check out our Maintenance Minutes video! Search on YouTube – "Switched and Capped Ceiling Outlets"

Item	Location	Features/Comments
Ground Fault Circuit Interrupters (GFCI) Outlet	Bathroom & Kitchen	The G.F.C.I is designed to protect against accidental electrical shock. In the event of an electrical short, the G.F.C.I will stop the flow of electrical current through the circuit within fractions of a second.  The RESET button should always be pushed in. To test the function of the RESET button, push the TEST button and immediately the RESET button should pop-up. If the RESET button does not pop-up when the test button is depressed, do not use the G.F.C.I. outlet. Notify the Customer Care team or a qualified electrician of this test failure (based on the warranty status of your suite).  To Restore Power  Push RESET button firmly into device until an audible click is heard. Please note if the G.F.C.I. trips when an appliance is used, the appliance may be defective and should be repaired or replaced. When there are two bathrooms the GFI outlets may be wired on the same circuit and can only be reset from the bathroom with the reset button.  Check out our Maintenance Minutes video!  Search on YouTube — "How To Reset Your GFI"
Dual Flush, Low-Flow Toilet (Ontario Building Code Requirement)	Bathroom	When flushing these toilets it may be necessary to hold the button down to ensure a complete flush and waste removal. Do not discard paper towel, cotton swabs, feminine hygiene products or any other item other than the intended use by flushing them down the toilet.  Please note: a clogged toilet is not covered under the homeowner warranty and will be the responsibility of the homeowner to dislodge any clogs in the toilet. Water cleaning treatments are prohibited as they may damage internal parts of the toilet.
Wood Blocking Locations	Bathroom	For future grab bar installation, please refer to the diagram provided in the Homecare Guide. Note: In suites with two bathrooms, the main bathroom was generally selected but may vary per suite design.
Main Water Shut Off Valves	Bathroom – within vanity	In the event of a leak or unknown water source, turn off the main water supply and contact Customer Care or Del Property Management.

Item	Location	Features/Comments
Granite or Quartz	Kitchen	Granite countertops have a factory polish and
Countertops		require sealing. We recommend granite
·		countertops be sealed once a year with
		sealant purchased from a hardware store.
		There are also a number of companies that
		offer this service.
		Clean with a damp soapy cloth. For stubborn
		stains use a household solvent, rinsing
		thoroughly with clean water. Never use
		abrasive cleaners or steel wool to clean your
		countertops. This will damage the surface.
		Due to settlement in the home, the filler
		between the countertop and wall might come
		loose. If so, cover with silicone caulking.
		1003c. If 30, cover with sincone caarking.
		Check out our Maintenance Minutes video!
		Search on YouTube – "How to Care for Your
Disharashan	Hadaa kitabaa aiak	Quartz & Granite Countertops"
Dishwasher	Under kitchen sink	Upon first use of the washer, turn on the
Water Shut Off Valve		water from the shut off valve.
Switched Outlet	Living Room	This outlet is designed to control a lamp via
	_	the light switch. Both the switch and outlet will
		be indicated by "switched outlet" stickers.
Laminate Hardwood	Suite	A truly "forgiving" floor:
Floor		1. Wear and tear resistant
(where applicable)		2. Impact resistant
(		3. Although scratch-resistant, it is not scratch
		proof
		4. Fade resistant
		5. Easy to clean
		6. Hygienic: Due to sealed surface dust
		cannot attach to it. Dust mites and other
		allergy-causing substances cannot survive
		on the surface of floor.
Air Registers	Suite	The air registers throughout the suite may
7 Tregisters	Suite	have adjustable grills, interior damper or both.
		These can be adjusted to direct and balance
		airflow throughout your suite. The damper will
		control the amount of air and the grills will
		control the direction of the air. Using the
		damper to limit airflow in one register will
		redirect heating or cooling to other areas of
		the suite.
		Charles and some Maintenance Minutes wide of
		Check out our Maintenance Minutes video!
		Search on YouTube: "Tridel Air Flow"
Breaker Panel	Suite	Loss of Power? Check your breaker panel first.
		Check out our Maintenance Minutes video!
		Search on YouTube: "Tridel Breaker Panel"
Delega /T.	Fuel veites U.S. C.	Delegaine and Tourism
Balcony/Terrace	Exclusive Use Common Area	Balconies and Terraces are exclusive use
		common areas and details on regulations can
		be obtained through Property Management.

Item	Location	Features/Comments
Double-Pane Thermal Broken Aluminum Windows	Suite	Thermally Broken: refers to high-performance insulator material separating two metal halves Low E coated: works by reflecting heat equally during the winter and summer, using a thin metallic coating on or in the glass.  Double-Pane: meaning each section of window has two layers of glass with a sealed space in between filled with argon gas.  Argon Gas: increases the energy efficiency and general performance of thermal windows.  The condensation you may notice on your windows in your suite are not a deficiency. They are a result of humidity and ventilation levels within your home. The first step in solving condensation problems in your home is a willingness to reduce humidity levels. While some humidity is recognized as necessary for comfort and health, any increase in moisture levels must be monitored to alleviate excess condensation.  Check out our Maintenance Minutes video!
		Search on YouTube: "Tridel Condensation"
Window Coverings	Suite	Whether installed by the builder (where applicable) or installed your own, window coverings assist in maintaining optimum temperatures within the suite and ensure the fan coil does not need to work as hard. In addition, they protect wood floors or cabinetry from the harmful UV rays, which may discolour or affect the moisture content in the wood.
Paint	Suite	Tridel uses paint with low levels of volatile organic compounds (VOC's). Low VOC paint reduces the amount of off gassing for cleaner air.
Drywall	Suite	You may notice some cracks in the drywall during your first year of occupancy. These appear as a result of the building settling and shrinkage of materials. These settlement cracks are natural, expected and not covered under warranty.
24 Hour Grace Period		When you pick up your key package, visit your suite and report any hard surface damages to your Customer Care team within 24 hours via email (ask@tridel.com) or the Tridel app. While we will be happy to address warrantable items within the suite, we will not be held responsible for damage that occurs either by the move in process, or through irregular use or abuse.

Item	Location	Features/Comments
Tarion New Home Warranty Program	Suite	Condominiums have two sets of warranties: One for the homeowner, covering his or her home, and another for the condominium corporation, covering the common elements of the building. Common elements are covered from the date the Condominium Corporation is registered, but an individual home is covered from the day the homeowner takes possession.  Suite Warranty covers:  • 30 Day: report outstanding warranty items during the first 30 days of possession of your new home  • 1 Year: any defects in workmanship or materials  • 2 Year: any defects in electrical, plumbing, heating delivery and distribution systems  • 7 Year: major structural defects of the building envelope  For more information, visit: <a href="https://www.tarion.com/homeowners">https://www.tarion.com/homeowners</a>
Tarion Certificate of Completion & Possession (CCP Form)	E-close Portal	Our solicitors will electronically generate the Tarion CCP and include with the closing package. Approximately two to six weeks prior to your occupancy date, the closing package documents will be electronically uploaded for your lawyer to download.
Home Care Guide	Building Link www.buildinglink.com	The Homecare Guide is a great resource and provides more detailed information of items found on this checklist and can be found on BuildingLink under My Building.
Petiquette (if applicable)	Building Link www.buildinglink.com	Do you have a pet? Petiquette is a great resource for condominium pet ownership. Your Customer Care team is happy to provide a hard copy upon request.
Del Condominium Rentals:	(416) 296-1012 www.delrentals.com	Del Condominium Rentals is a full service rental management company. If your suite is an investment property, this may be the right option for you.
Del Realty	416-736-2617 www.delrealty.ca	Del Realty Inc is the exclusive agent for Tridel. Del Realty is firmly committed to helping you buy or sell your home (Tridel-built or otherwise) with the same care, expertise and commitment to customer service that Tridel is renowned for.

### MOVING DAY AT SELENE



We look forward to welcoming you to your new home.

To make your moving day as easy as possible, we have provided important information that you can also share with your professional moving company.

#### SCHEDULING YOUR MOVE

#### **ELEVATOR BOOKINGS**

Building Link (see Amenity Reservation)

Del Property Management 416-649-2712

#### **MOVE-IN TIMES**

Scheduled for 4 hours.
Please arrive on time.

Mon - Fri 12pm - 4pm / 4pm - 8pm

Sat, Sun, Holidays 8am - 12pm / 12pm - 4pm / 4pm - 8pm

#### MOVE-IN DIMENSIONS

Moving Elevator 6'6" W x 4'2" D x 9'6" T

Moving Elevator Door 3'5" W x 7'0" H

For oversized items, please contact
Property Management before your scheduled move-in
day to make other arrangements.





#### YOUR MOVE-IN AREA



- Moving trucks can access the community from Village Green Square.
- The moving room entrance is located at the back of the building.
- Once you have arrived, you can get access to the moving area through the Concierge.

#### **COMMUNITY ADDRESS**

225 Village Green Square Scarborough, ON, M1S 0N4

#### **OFFICE HOURS**

Mon, Wed – Fri Tue 9 am – 5 pm 9 am – 7 pm



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## **Planning Ahead**

As the date that you take possession of your home (Interim Closing Occupancy Date) and you are able to move in approaches, here are things we recommend that you do in advance to prepare.

### Plan Your Move

If you are moving into your new home, you should schedule your moving arrangements early on - a month to two months before your move. This includes scheduling a professional moving company and booking the moving elevator. We recommend that your professional movers conduct an on-site visit at your new community to ensure they have all the necessary equipment. You can contact your Property Management team (Del Property Management) at 416.649.2712 to arrange a visit for your moving company.

### **Book Your Elevator**

You need to reserve the moving elevator for your move and deliveries. You can book your elevator through your community website (BuildingLink) or your Property Management team. Time slots for your move are 4 hours in length. We recommend reserving early, to ensure you get the date and time that works for you and your movers.



Remember elevators are in the highest demand at the beginning and end of each month.

## Arrange Your Insurance

As a homeowner, you are required to carry Homeowner's Insurance, whether you personally occupy or lease your suite. Your lawyer may request your certificate of coverage one or two weeks before your Interim Closing Occupancy Date.

## Arrange Your Internet, TV & Home Phone

As part of your monthly maintenance fees and through an exclusive arrangement with Rogers, we are able to provide you unlimited Rogers Ignite High Speed Internet (1 Gbps). Rogers also offers free TV and home phone for the first six (6) months from start of services.

Before you move in:

- Contact Rogers to make arrangements as they require at least two weeks to activate your services. To make things easy, we have shared your contact information with Rogers so they can coordinate your service with you but you can contact them earlier at 1.866.902.9534 or move2rogers@rci.rogers.com.
- Do not forget to cancel your current services by notifying your existing providers.

# Arrange Your Utilities (Electricity, Water, Heating & Air Conditioning)

In your new Tridel home, your utilities are metered separately by Provident Energy Management. You only pay for what you use so you can control your costs. Before you move in:

- Contact your current utility providers to give notice about your move.
- Make sure you fill out the necessary Provident Energy Management forms included in the New Home Closing Package provided to your lawyer.



When will you get your first bill from Provident?

- You should receive your first bill approximately two months after your Interim Closing Occupancy Date.
- Questions? Contact Provident at 416.736.0630 or customerservice@pemi.com.

## **Update Your Mail & Other Services**

- Update your mail delivery address through Canada Post. Consider forwarding your mail from your old address to your new one for at least one year.
- Notify government services, such as Canada Revenue Agency, of your address change.
- Update your address with your financial institutions, credit card companies, and subscriptions.
- Update your address for your driver's license and health card through Service Ontario.

YOUR MOVE-IN GUIDE TRIDEL.COM

## Not Moving In Right Away?

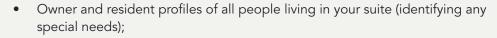
We understand that your plans may change, but don't leave your home alone. It requires supervision and regular basic maintenance to ensure your cabinetry, flooring and finishes remain beautiful for years to come.

• Contact the Customer Care team at ask@tridel.com or by phone at 416.661.9394 to make plans on what you need to do if your home will be unoccupied for a while.

## Your Registration Forms

At the time of your Homeowner Orientation (HOO or Pre-delivery Inspection), you will receive your registration forms from the Property Management office. The Property Management office requires the information of those who own the suite and those who live in the home for their records and to ensure all communication is sent to the correct individuals. You will have to fill out your registration forms prior to moving in as many Property Management teams will not activate your access fobs or the moving elevator if they do not have your completed forms.

#### As part of your registration forms, you will need to provide:





- License and vehicle information, if applicable;
- Phone numbers for the community enterphone (to allow remote guest entry);
- Lease information, if applicable; and
- Pet profiles, if applicable.

## License Plate Recognition

The Licence Plate Recognition (LPR) system is an advanced parking management solution that uses cameras and motion detection sensors to provide you parking access and monitoring.

• Register your vehicle by completing your registration forms before your suite closes to ensure seamless access to the parking garage on your moving day.



## Your Closing & Moving In

## Closing & Key Pick Up

To understand what happens on your Occupancy Date it helps to know the steps involved.

- Your lawyer will courier to our lawyer, the signed documents from the interim closing package, along with any additional cheques that were required.
- Our lawyers will do their due diligence to ensure all necessary items are in order before they can confirm the suite as interim closed and release your keys.
- Once all the paperwork is complete, our lawyers will email the Customer Care team and let them know to release the keys, which typically happens late afternoon, but can happen anytime between the 9 a.m. to 5 p.m. on your scheduled interim closing date.

### Your Key Package

Your key package will be left with the Concierge and will be available for pickup at any time for your convenience (24/7). When you arrive to pick up your keys, please bring government-issued photo ID with you. Once we have confirmed your identity, your key package will be released to you.



Keep in mind that your suite may not close until late in the day, after all legal and banking documents have been processed. Avoid disappointment and don't plan on moving the same day as your closing. We recommend booking your move after your closing date.

## Moving Day

You will be provided a Moving Day card at your Homeowner Orientation, which you can also get online (Tridel.com) or from your Concierge or Property Manager. Use this card to plan your move as it gives you specific information about your new community, including the location of the moving path, elevator dimensions, garage height and maximum size allowances for furnishings, trucks and more.

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## After You've Moved In

## **Parking**

#### **Resident Parking**

You may have purchased a parking spot with your condominium suite or are renting a spot from another homeowner in the building. The spot assigned to you is the only spot you should be parking in. Anyone parking in the visitor parking without the permission of Property Management may be ticketed and possibly towed at the owner's expense. Contact the Property Management team if you can't park in your assigned space, so they can help make other arrangements.

#### Visitor Parking

Visitor parking spots are to be used by visitors to the community and guests of residents. These spots are available on a first come, first serve basis. Your guest may need to register their vehicle with the Concierge upon arrival. For overnight visitor parking or for multiple days, your visitors will require a parking pass. In most cases, you will be issued a few parking passes each month that you can use to secure a spot for your visitors.

#### **Unauthorized Parking**

If you discover someone parking in your assigned space, please bring it to the attention of Concierge and Property Management right away. If possible, temporarily park in a visitor spot while you speak with Concierge about a solution. Possible actions may include ticketing; however, the Corporation is not able to have the vehicle towed. The resident of the parking spot is the only one with the ability to do this.

YOUR MOVE-IN GUIDE

## Disposal & Recycling

After you move in, you should properly dispose of your waste and moving boxes. It's everyone's responsibility to keep our community clean and safe.

All Tridel communities are designed to make waste disposal and recycling convenient and accessible.

- Garbage chutes are located on the northwest end of every corridor within a Disposal & Recycling room and are equipped with a tri-sorter system that separates waste, recycling and organics.
- We recommend using the garbage chute between 8:00 a.m. and 10:00 p.m. out of respect for your neighbours.

#### Large Items



For large items (e.g. large boxes and mattresses), please use the "Bulky Items" room located on the ground floor beside the garbage room.

- Break down each box and flatten before placing them in the proper bin.
- Do not place large boxes in the chutes or on the floor of the Disposal & Recycling room as this creates blockages.

### Community Website & App - BuildingLink

Your BuildingLink community website and App is a place where you can get access to important information for your community. You will receive an email from the Property Management team on how to get access to the website and App, so keep an eye out for the email. You can also speak to your Property Management team if you're having trouble accessing it.

#### Through BuildingLink, you can:

- Access important notices from management and other essential documents;
- Enter service requests for your home;
- Communicate with your neighbours by posting to the bulletin board;
- See a calendar of events happening in your community;
- Authorize your contractors and guests; and
- Receive package delivery notifications (via email or text message).





## **Meet the Team - Important Contacts**

## Community Concerns

#### **Property Management**

Property Management manages your new home and is the primary resource for coordinating requests and addressing concerns. They are responsible for the overall building maintenance, emergency building response, coordination of recreational facilities and social committees.

EMAIL: selene.admin@delcondo.com | PHONE: 416.649.2712 press #1

#### Concierge

Your 24-hour Concierge provides access control and assistance for visitors and deliveries. They can receive packages on your behalf, make reservations for you when your Property Manager is unavailable, and are your first contact in case of in-suite or common element emergencies.

EMAIL: selene.concierge@delcondo.com | PHONE: 416.649.2712 press #0

#### Superintendent

Your Superintendent is responsible for overseeing and maintaining the common areas, which include the amenity spaces, corridors, garbage chutes and underground parking. To ensure the various aspects of the community are maintained properly, their time is scheduled through Property Management.

#### **Board of Directors**

It is the residents and the Board of Directors who create the community. Working together with Property Management, you and your Board all contribute to maintaining the lifestyle, safety and high performance of your community.

### In-Suite Concerns

### Tridel Customer Care & Customer Connection Centre (C3)

Customer Care is your primary contact for in-suite service requests while your home is under warranty. After the warranty period, all in-suite maintenance and repairs are the homeowner's responsibility. EMAIL: selenecc@tridel.com | PHONE: 416.649.2712 press #2

For times when you have a question or concern and are unsure on who to call, our Customer Connection Centre ( $C^3$ ) is always there for you.

EMAIL: ask@tridel.com | PHONE: 416.661.9394

This is a general guide and reflects programs and information in effect at the time of publication.

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8 YOUR MOVE-IN GUIDE





## Access to My Tridel Home

Welcome to My Tridel Home (mytridelhome.com) where you can get existing and up-to-date information about your new Tridel home.

#### Through MyTridelHome.com you can:

- View your contract information at a glance
- View your documents, such as your Agreement of Purchase and Sale, Certificate of Completion and Possession, and Final Statement of Adjustments
- View your emails and notices
- Submit your service requests

#### Welcome Email from Tridel

To access MyTridelHome.com, you will be sent an email from Tridel titled "Welcome to MyTridelHome", which will contain your new username, temporary password, and a link to access MyTridelHome.com. Please keep an eye out for this email. If you haven't received this email, you may want to check your spam folder or contact us.

<u>Please note:</u> The My Tridel Home welcome email will be sent to the email address that we have on file for you. It's important that we have your correct email address so that you can access your My Tridel Home information. If there are multiple people on title, please ensure that we have a unique email address for each person, so they can access My Tridel Home as well.

#### Username and Password

Once you have logged in to MyTridelHome.com, you will be prompted to change your password. Please store your username and password in a safe place. We encourage you not to share your log-in with others as MyTridelHome.com contains important personal information. If you lose or forget your password, please use the "Forget Your Password?" feature found on MyTridelHome.com.

### Selling Your Home?

If you sell your home, please do not provide the new owner with your log-in as they will get access to all your personal information. Please ask them to contact us.

#### Questions

If you have any questions, please contact our Customer Connection Centre (C<sup>3</sup>) at 416.661.9394 or email <u>ask@tridel.com</u>.



Tridel is excited to introduce License Plate Recognition (LPR) by LocoMobi, the latest innovation in residential community parking where you can enjoy fast, easy, yet monitored and controlled vehicle access to the private parking areas at Selene.

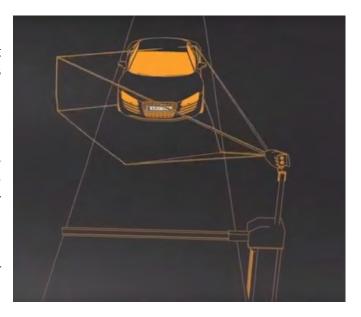
Designed for convenience, LPR is an advanced parking management solution that, through sophisticated license plate reading technology, allows cameras and motion detection sensors to provide parking access, monitoring and control like never before.

#### The LPR Difference

- 1. Easy. Coming and going from home should be simple. With LPR you don't need to search for your FOB at entry, just drive up to the designated area in front of your garage doors (outside and inside the garage) and it will give you automatic access as long as you have properly registered with your Property Management team.
- 2. Fast. LPR lets you get more out of your parking spot by allowing registered and approved family or domestic help to use your spot while you are away or at work.
- 3. Better Service. Your Concierge team will have more time to focus on you and the community as LPR monitors and tracks all vehicle access and allows proper resident use of the parking areas

## How & When You Can Register

- 1. **Best Option:** Filling in your Del Property Management forms at your Homeowner Orientation (HOO). This will allow you to enter your community parking immediately after closing.
- 2. Second Option: You can register your vehicle when your suite closes. Less convenient than the preregistration at HOO, you just need to stop by the interactive kiosk at the entrance to the community and your Concierge will manually provide you entry.
- **3. Third Option:** Don't have a car yet? No worries. You can register at any time with the Concierge or your Del Property Management team.



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# Thinking Additional Customization? IMPORTANT Information to Assist You & Your Trades

As you settle into your new Selene home and community we expect that you may want to do some additional customization.

As part of that you may be using professional consultants and trades.

Since your community is still actively under construction and Final Closing has not taken place, it is critical that we manage any trade related work within the community. This will allow us to coordinate security and access control as well as preserve the common elements of the community.

It will also help us to ensure that everyone knows about and respects the approved times for work, where to park (if possible) and how to dispose of any construction waste. There is also important documentation that we provide you with for your trades, to assist in ensuring that experienced professionals with the right credentials and insurance are verified for the work that is proposed.

While you are ultimately responsible for any trades or consultants you bring into the community, the structure and information we provide you with can help prevent unnecessary complications that could occur.

Before Final Closing, you will need to provide information to us at selenecc@tridel.com and we will assist you. In the future and once you have a resident elected Board of Directors, all work will be coordinated with your Del Property Management team and approved by your Board.

The majority of our customers undertake "light" customization where painting, crown moulding and closet organizers, are some of the most common requests. These requests are generally same day requests and only require you to itemize the work and list the expected trades coming to the community (with associated dates and times).

More extensive customization requests that may impact the structure of your home or the infrastructure of the common elements may require additional time and coordination.

Working together with all homeowners and their trades, we should be able to successfully minimize any inconvenience or disturbance to you and other residents who are living and enjoying their new home and community.

Should you have any questions or concerns surrounding the Suite Renovation process or your Tridel home in general, please do not hesitate to contact the Tridel Customer Connection Centre (C<sup>3</sup> Centre) at 416.661.9394 or via e-mail at ask@tridel.com.



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