

Brookfield Properties

Service Elevator Require For:

Moving Date: _____ Start Time: _____ End Time: _____ = _____ Total Hours

Reason: _____

*Construction Bin Size: _____ # of Bins: _____

*Bins must be removed daily by 5 a.m. and must be requested 4 business days in advance of booking date.

Moving Company:

Company Name: _____ Contact: _____ Phone: _____

Company Name: _____ Contact: _____ Phone: _____

Estimated Truck Size: _____

Tenant:

Company Name: _____ Contact: _____ Suite #: _____

Telephone #: _____ Mobile #: _____ Date of Request: _____

Signature: _____

PLEASE READ THE FOLLOWING CAREFULLY

There is a 3-hour minimum charge on weekdays and a 4-hour minimum charge on weekends for elevator bookings.

- The Loading Dock is located at 37 Richmond Street West, Toronto, ON M5C 2L7. There is a height restriction of 13.6" and a length restriction of 48 feet for all trucks accessing the loading dock.
- Service Elevators are available for booking between 6:00 p.m. to 7:00 a.m. on weekdays and 6:00 a.m. to 5:00 p.m. on Saturdays & Sundays. Bookings are on a first come first serve basis.
- Elevator bookings must be made 24 hours in advance by email to BAC.elevatorbookings@brookfield.com.
- Same-day cancellations or no-shows will be billed for the minimum charge.

BAY ADELAIDE CENTRE

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