



**Waterloo Condominium Corporation No. 214
260 Sheldon Avenue North, Kitchener, ON
Welcome to Spruce Grove Community.**

To ensure the security of our building, we require all owners to list the FOBs that they have received from the previous owners and/or change of tenants. There is a 5-digit number imprinted directly on each fob.

These numbers will be checked against our current database. Please ensure that you report ALL your fobs and garage door remote numbers within 72 hours of receiving this notice. If not, all fobs and remotes assigned to your unit will be deactivated and deleted from the system.

Date Received: _____

Unit Number: _____

Unit Owner Name(s):

List all unit fobs including the garage door remotes:

Did you receive the OVERNIGHT VISITOR PARKING PASS from the former owner and/or tenants? YES _____ NO _____

Replacement Fees: Fobs \$45/each, Remotes \$80/each, Overnight Pass \$50.
Please deposit this form into the black box in the mail room ASAP.

Thank you.