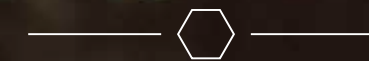




OWNER'S GUIDE - PHASE 2

A photograph of two children in a forest setting. The child on the left, with curly hair, is wearing a grey long-sleeved shirt and blue jeans, and is holding a black camera up to their eye. The child on the right, with straight hair, is wearing a light blue t-shirt and patterned shorts, and is sitting with their arms crossed. They are both sitting on a pile of logs. The background is a dense forest with tall trees.

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USEFUL
INFORMATION



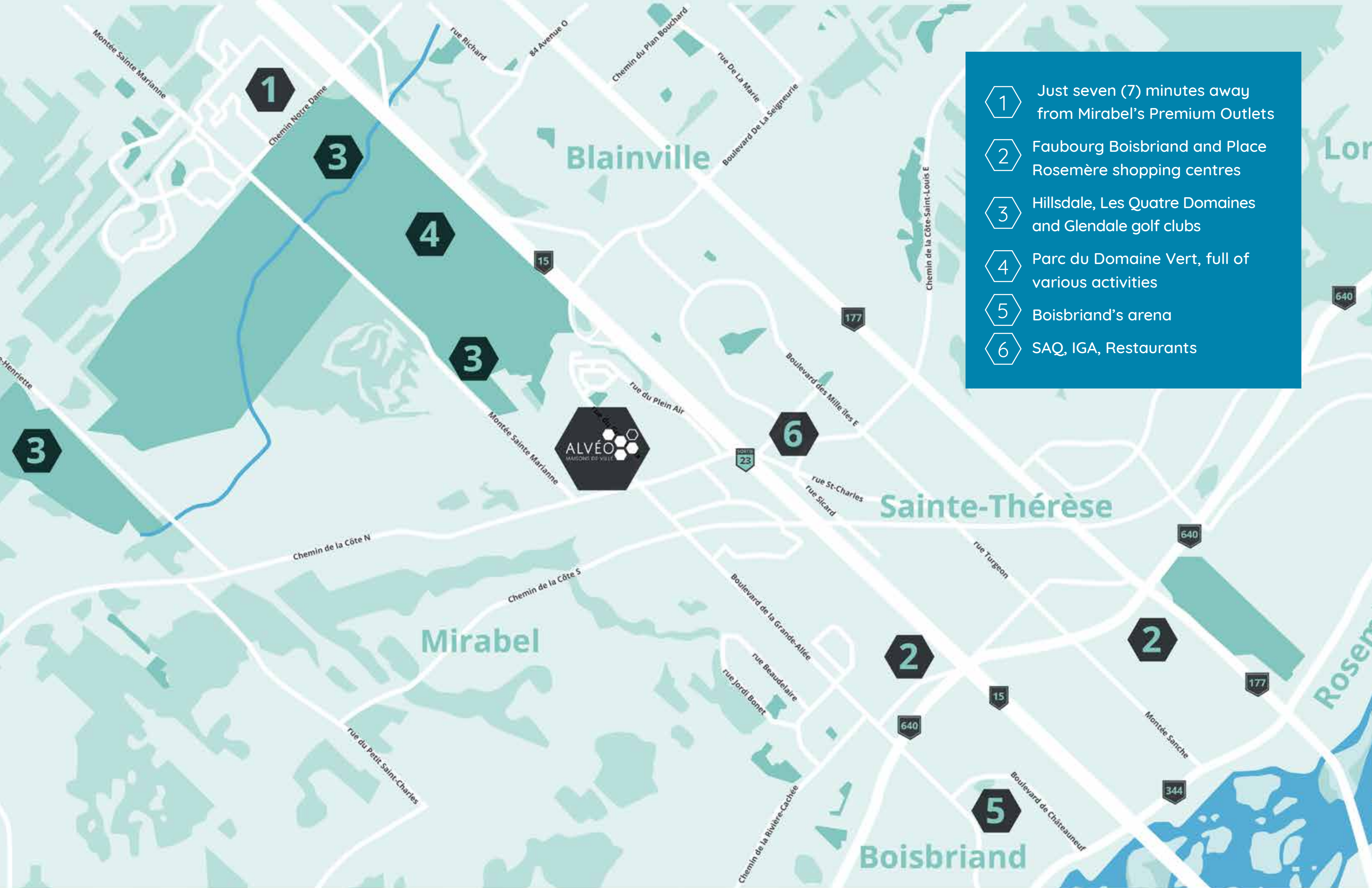
PHASE 5

PHASE 4

PHASE 3

PHASE 1

PHASE 2



- 1 Just seven (7) minutes away from Mirabel's Premium Outlets
- 2 Faubourg Boisbriand and Place Rosemère shopping centres
- 3 Hillsdale, Les Quatre Domaines and Glendale golf clubs
- 4 Parc du Domaine Vert, full of various activities
- 5 Boisbriand's arena
- 6 SAQ, IGA, Restaurants

MY TELEPHONE
DIRECTORY

MON CONDO

PROPERTY MANAGER

Gestion Griffin
1723 St-Patrick Street, suite 102
Montreal (QC) H3k 3G9
Monday to Thursday
9:00 am to 5:00
Friday
9:00 to 5:00
T 514 560.2440
C info@gestiongriffin.com
www.gestiongriffin.com

NOTAIRE

Me Martin Sansfaçon
8780 Henri-Julien Avenu
Montréal (QC) H2M 1M4
T 514 858.0222
F 514 858.0333
C msansfacon@dsnotaires.com
www.dsnotaires.com

CUSTOMER SERVICE

Oxygène Habitation Urbain
Phase 2 SEC
38 Viger Avenue, Suite 200
Montreal (QC) H2Z 0C2
T 514 819.2255
C service@alveomirabel.com

WARRANTY PLAN

Plan de garantie GCR
4101 Molson Street, Floor 3
Montreal (QC) H1Y 3L1
T 514 657.2333
www.garantiegrcr.com

MY SUPPLIERS

HYDRO-QUÉBEC

Monday to Friday
8 am to 6 pm
T 514 385.7252

GAZ MÉTRO / ÉNERGIR

Monday to Friday
8 am to 6 pm
T 1-800 875.6202

VIDÉOTRON

Cable and telephone services
Monday to Friday
7:30 am to 9:30 pm
Saturday to Sunday
8 am to 5:30 pm
T 1-800 512.0911

BELL

Cable and telephone services
Monday to Friday
8 am to 7 pm
Saturday to Sunday
8 am to 5 pm
T 514 310.2355

APPLIANCES

JC Perreault
T 1-800 588.7202 ext. 6266
C sophie.lebire@jcperreault.com

FLOORING AND CERAMIC

Plancher Mascouche
T 450 966.1226

AIR-CONDITIONING

Ventitech
T 514 467.4442

KITCHEN AND COUNTER

Armoires Agly
T 450 492.4234

PLUMBING

MPA Mécanique
T 450 918.1338

ELECTRICIAN

EGA Électrique
T 450 918.3885

WINDOWS

Solaris
T 1 844 913.2020

FLOOR COVERING

Plancher Mascouche
C 450 966.1226

MY BOROUGH

HÔTEL DE VILLE

1411, rue Saint-Jean
Mirabel (QC) J7J 1Y3
Monday to Thursday
8 h 30 à 12 h 00 et 13 h à 16 h 45
Friday
8 h 30 à 12 h 00
T 450 475.8653
C communications@mirabel.ca

ECOCENTRES

T 450 475.2006
C infoenvironnement@mirabel.ca
C infocollecte@ville.mirabel.qc.ca

EMERGENCY AND
HEALTH SERVICES

POLICE – FIREMAN –
AMBULANCE
9-1-1

KEY LIST*

CONDOMINIUM DOOR:

2 KEYS

MAIL BOX:

2 KEYS

To obtain your post office box key, you must complete an online form from Canada Post by clicking on the following link:
www.canadapost-postescanada.ca/scp/fr/soutien/bc/reception/boites-postales-communautaires/avoir-de-nouvelles-cles-de-boite-postale-communautaires

GARAGE ACCESS:

2 REMOTE CONTROL

*If lost, please call the property manager (Gestion Griffin - 514 560-2440). Please note that you will be charged a fee.

CLOSING YOUR MAIN WATER LINES

Each condo is provided with an access hatch located in the bottom of a wall and most often located in a closet or in the laundry area. In some condos, these valves are located behind an access hatch with a dimension of about 30 cm by 30 cm. We recommend that you locate it and make sure it remains clear at all times. During work, water damage or prolonged absence, we recommend that you close the cold water and hot water valves.

- 1- Using a flathead screwdriver (or butter knife), remove the latch from the hatch.
- 2- Then turn the handles so that they are perpendicular to the pipes.



AIR CONDITIONER MAINTENANCE

Your condo is equipped with one or more air conditioners wall or ceiling. Regular cleaning of the filter is essential. We recommend that this be done at least four (4) times per year.

Using a stepladder, open the access panel (hinged along its length). Then remove, for cleaning, the filter which is held in place by brackets placed on the side of the unit. Once the filter has been washed and dried, reinsert it and close the panel.

If the filter is not cleaned on a regular basis, the air conditioner's components could suffer damage and the unit's warranty would be voided. In addition, should the filter become blocked, water or condensation will likely seep from the unit.



*Brand may vary.



Refer to the manufacturer's instruction manual for additional information.

MAINTENANCE OF
THE DIRECT AIR EXCHANGER

Your condominium apartment is equipped with a Direct Air exchange system which is located inside the front closet. This system changes the air in your condo. It removes the stale air through the bathroom fan and replaces it through vents in every room with fresh outdoor air.

The system is activated through the living room’s thermostat.



Once activated, the air exchanger starts concurrently with the bathroom fan. That is to be expected. The two are linked. One brings in fresh air while the other simultaneously expels it.

Thorough cleaning of the module’s filter, as needed, is important. To do this, locate the module in the front closet. Disengage the two latches underneath the module. Open the access door and remove the filter in the module.



Refer to the manufacturer’s instruction manual for additional information.

WINDOW
CONDENSATION


Your condo’s use and maintenance guide states that the humidity rate should be kept between 40% and 60% throughout the year in order to minimize your wood floor’s expansion and contraction. There are some cases, however, where we recommend that you adjust the humidity rate as needed, depending on the outside temperature.

Condensation forms on windows when the temperature of the glass surface or the frame is lower than that of the humid air that surrounds it. The air’s water vapour reverts to its liquid form when it comes into contact with these cold surfaces. Condensation may lead to stains or mould and may cause the paint on surfaces near the windows to chip. Condensed humidity may also appear in the form of ice or frost in cold areas or on cold surfaces.

The following table will help you set the humidity rate according to the outside temperature.

Outdoor Temperature	Recommended Interior Relative Humidity for Avoiding Condensation
-30°C	15%
-29°C à -25°C	20%
-24°C à -18°C	25%
-17°C à -12°C	30%
-11°C à -6°C	35%
-5°C à 0°C	40%

- Due to the many personal factors which affect the humidity rate in your unit (number of people living there, habits relating to hygiene or concerning the preparation of food, etc.) as well as the condo’s characteristics (size, direction, floor level, etc.), it is not possible to provide a universal method for controlling humidity. We may, however, offer some practical advice:
- Get yourself a good quality hygrometer.
- Be sure to use the kitchen and bathroom ventilators which blow the indoor air outside whenever, as the case may be, you are doing some cooking or taking a shower or a bath.
- Buy and use one or more portable humidifier and dehumidifier. Change the air by mechanical (FRESH AIR switch) or natural (open doors and windows) means.
- Interior window accessories such as curtains, blinds and valances should not impede air circulation around a window surface. Any impediment to air circulation will increase condensation on a window.



FREQUENTLY
ASKED
QUESTIONS

IN MY CONDO

What should I do if something breaks in my condo (water leak, hot water tank, clogged plumbing, etc.)?

Verify the warranty period specified in the CGR guarantee plan which you signed during the inspection of your condo. If you are still covered, send a detailed email + pictures if possible to Cogir Customer Service at: service@alveomirabel.com, to inform them of the problem.

If you're no longer covered by the warranty, you must refer to a certified specialist.

I have no idea how to use my thermostat. What do I do?

Refer to the Thermostat user manual online: www.devmcgill.com/guide-du-propretaire

One of my doors doesn't close properly. What do I do?

If you're still covered under the warranty, send an email to Cogir Customer Service (service@alveomirabel.com). If you're no longer covered by the warranty, you must refer to a certified specialist.

Can I change the locks of my condo?

Yes, but you must absolutely give the manager of the Co-owners Association a duplicate of the new key. However, you may not change the design or model of the lock.

Am I allowed to have a pet in my condominium?

Dogs and cats are allowed in the current co-ownership charter. To find out which pets are allowed and which are not, please refer to the rules in force of the Co-owners Association.

What do I do if I lose my remote for the garage?

You must contact the manager of the Co-owners Association to deactivate it and order a new one, at your own expense.

COMMON AREAS AND OTHER SPACES

Are BBQs permitted?

Yes, BBQs are permitted under the current Co-owners Syndicate charter.

Can I put a satellite dish on my balcony?

No. Satellite dishes are not permitted. Be sure to consult the Co-owners Association regulations in force for details.

Can I store items in my parking area?

No. No items other than a vehicle or a bike (locked on the bike rack) can be left unattended in the parking area.

FINANCIAL MATTERS

CONDO FEES

When do I have to pay my condo fees?

Condo fees are payable on the first day of each month. It is recommended that you send post-dated checks to the Co-owners Association Manager if you plan to be away for a certain period of time. After the first general meeting of the co-owners, those who wish to, may make post-dated checks or set up pre-authorized payments. The condominium association will provide you with a form for this purpose.

Does Alvéo Mirabel have a guarantee plan that protects consumers?

Alvéo Mirabel subscribes to the guarantee plan for new homes, the Plan de Garantie ACQ Inc. For more information call 514 657.2333

What is the Plan de Garantie GCR?

The Plan de Garantie GCR is an administrator that guarantees the work of contractors in order to protect consumers, i.e. they are responsible for the work performed by contractors and apply the guarantee if a contractor cannot meet his obligations. By choosing a licensed GCR contractor, you are ensured that you are dealing with a competent and recognized contractor.

YOUR GUARANTEE

Remember that the developer offers a one-year guarantee from the signing of the deed of sale for the correction of any defects*.

Once this period has expired, the client is invited to contact the new home guarantee provider and/or directly the supplier concerned, depending on the type of problem to be reported.

*Essentially, a defect is a poorly executed work, but which does not affect the structure of the building. It is a minor defect, without any element of seriousness, which does not cause major inconveniences or risks for the safety of the occupants or for the integrity of the building.



