

Electric Avenue Residences

* Periodic Checks & Tips *

Proper and timely maintenance can extend the life of your suite and help protect your investment.

1. Maintain appliances as recommended in the manuals.
2. Vacuum blinds regularly. Professionally clean.
3. Vacuum carpets regularly. Professionally steam clean.
4. Inspect the caulking used to seal gaps for cracks and loss of adhesion. Fix as needed.
5. Report damage to decks for repair. Clean with mild soap and small amounts of water with a wet mop.
6. In order to control humidity within the suite, set the De-humidistat to AUTO. It is located near the laundry. Set timer to be on for a minimum of 2 hours up to 8 hours. This is especially important during winter. In summer, set to OFF.
7. Inspect door hardware and weather stripping.
8. Check sink and tub drains. Remove hair and foreign material.
9. Check all fixtures for leaks. Maintain hardware to prevent drips and water wastage. A dripping faucet can waste 680 litres of water a month.
10. Inspect exhaust vent screens for trapped lint. Blockages can create moisture problems. Professionally clean ducting.
11. Before requiring, vacuum radiator fins to prevent burning odour at start-up.
12. Inspect bathroom fan cages for dust and dirt build-up. Vacuum. Periodically run the bathroom fan(s) to clear the duct.
13. Professionally inspect household fire extinguishers for operation & chemical charge.
14. Place 2 – 4 ice cubes in the garbage disposer to clean blades monthly and turn on.
15. Plug in an appliance to the GFI plug; turn on the appliance and push the TEST button on the outlet. This should turn off the appliance. Stop using the outlet if the appliance continues to run afterwards; have it repaired.
16. Use the self-clean cycle in the oven as needed to remove food residue. Use a cloth to remove the residue. Clean the grease trap.
17. Inspect the range hood fan filters. Check for grease build-up. Wash reusable filters in warm soapy water. Occasionally run the range hood fan to clear the duct.
18. Test smoke detector monthly. Vacuum contacts.
19. Wipe shower tiles down after each shower. It is recommended that the grout be sealed or use Gel Gloss on the tile and grout. Clean and re-seal regularly as needed.
20. Sweep or damp mop the tile floor. Use a neutral cleaner with wet mop. Do not wax.
21. Inspect window hardware, weather stripping and seals. Inspect for condensation between window panes and have the unit replaced if moisture is present.
22. It is recommended that a sealer be applied to the granite surfaces regularly.

GENERAL INFO TIP: Anything of any importance happening inside the building will be posted at the elevator banks in the two Main Lobbies.

FIRE INSTRUCTIONS TO OCCUPANTS

IF YOU DISCOVER A FIRE:

- Immediately sound the fire alarm by activating the nearest red pull station.
- Call the Fire Department. Dial 911. Which elevators are you closest to? Tell them you are reporting a fire at: “933 Hornby Street” or “938 Smithe Street”. If you have information regarding the Fire Alarm, call 911 or report in person to the Lobby Fire panel.
- At your discretion, attempt to control the fire with available fire equipment.
- Close doors behind you; leave the building by the nearest safe exit.

DO NOT USE ELEVATORS

WHEN YOU HEAR THE FIRE ALARM:

- Remain calm. Close doors behind you.
- LEAVE THE BUILDING IMMEDIATELY by the nearest safe exit.
- Once you are outside, move away from the building.
- If you are disabled &/or cannot evacuate during an Emergency, call 911 and advise them where you are.
- Go to the designated assembly area located eastwards of the building at the Law Courts on the corner of Hornby St. & Smithe St.
- Do not go back into the building for any reason. The Fire Department will advise when it is safe to do so.

Note to Residents: your safety is the primary concern. If you choose not to leave the building, be aware that we will be silencing the alarm bells the instant the Fire Department has investigated and found it to be a false alarm. Otherwise, the bells will continue to ring and you must consider evacuation. Paging will not normally occur unless special instructions are needed to be communicated. Opening your suite doors due to cooking fumes for example may activate the building’s fire system; doing so therefore is highly discouraged.

Regarding Earthquakes or other Disasters: please familiarise yourselves with information contained within Phone Directories and other sources.