



FREIGHT ELEVATOR REQUISITION

EMAIL FORM TO: cfconnect@cadillacfairview.com & 16yorkstreetservice@cadillacfairview.com

The freight elevator must be booked 72 hours in advance.

TENANT / AUTHORIZED TENANT REQUESTOR

TENANT _____

TENANT CONTACT _____ TELEPHONE _____

BUILDING _____ FLOOR(S) _____

DATE _____

CONTRACTOR / SERVICE PROVIDER MAKING THE DELIVERY

COMPANY _____

ADDRESS_ _____

CONTACT NAME _____ TELEPHONE _____

CELLULAR _____ EMAIL _____

ELEVATOR REQUEST DETAILS

DATES FROM _____ TO _____

TIMES FROM _____ TO _____

Additional Info: Required Permits Completed

SCOPE OF WORK _____

- The freight elevator can only be booked by approved tenant key contacts and tenant authorized general contractors
- 24-hour notice required for all cancellations, otherwise full charges apply
- Freight elevator availability: Mon. – Fri. 6:00 p.m. to 6:00 a.m., Sat., Sun. & holidays any time
- Elevator charges: Cost of dedicated Security Guard (minimum 4 hour charge + HST +15% admin fee).
- Loading dock maximum height: 4.4 m . Maximum truck length – 53 ft
- Access coordination required for deliveries is the tenant’s responsibility and cannot be coordinated on the day of the delivery

All Vendors, Contractors and Consultants (Third Parties) shall comply, at its expense, with Cadillac Fairview’s rules, regulations and requirements in connection with Covid-19, including, but not limited to, complying with CF’s vaccination policy (which currently requires that all Third Parties that visit the Property be fully vaccinated), and shall ensure that their personnel including subvendors, contractors and consultants comply with same. Within five (5) days’ of CF’s request, the Third Parties should provide CF with such information with respect to the Third Parties and their Personnel and or sub-vendors, contractors and consultants as is reasonably required by the CF so that it can satisfy itself that the Third Parties have complied with the foregoing.

FREIGHT ELEVATOR CAPACITIES

	DOORS (H X W) (mm)	WEIGHT LIMIT (LB)	DIMENSIONS (L X W X H) (IN)
Service Elevator (SE)	515mm x 1372mm	5000lbs	108.5 x 69 x 144
Passenger Elevator B3	2134mm x 1220mm	4000lbs	70.18 x 78.75 x 84