



CF CONCIERGE

Service Order Form

Experience on-demand building news and events, frictionless workplace amenities and special offers all in one place with CF Concierge. Please refer to Section-6 for more insights on the features and benefits of CF Concierge.

Client Instructions: Please complete Section-1 to 4.

SECTION-1 : YOUR COMPANY INFORMATION

Company Name:

Date:

Building Location:

Floor Number:

**Client's Main Point
Of Contact:**

Last Name

First Name

Email:

Phone Number:

SECTION-2: CF CONCIERGE APP CONFIGURATION SELECTIONS FOR YOUR EMPLOYEES

**Core Features
(Included)**

Offers & Services

Community

Transit Info

Optional Features

Mobile Key Access

CF Connect (Admin Only)

COVID-19 Support

Service Request

**Specify Your Company's
Email Domain*:**

Example @cadillacfairview.com

Of Employee(s)

**Your company email domain will be whitelisted which allows your employees to sign up for CF Concierge.*



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SECTION-3: FEES

Client agrees to pay the Activation Fee plus applicable taxes for the issuance or replacement of each mobile key to a Client or its authorized users. In addition, Client agrees to pay a recurring Maintenance Fee plus applicable taxes for the total active mobile keys issued to Client or its authorized users.

Activation Fee: \$5.06 for each issuance or replacement of a mobile key

Maintenance Fee: \$5.06 annually for each active mobile key payable in its entirety or in periodic installments, as determined by The Cadillac Fairview Corporation Limited from time to time.

SECTION-4: ACKNOWLEDGEMENT AND SIGN-OFF

I am authorized by the building occupant listed above to place this order and to agree to the [Terms & Conditions](#) located at cfconcierge.ca on behalf of the building occupant. I understand that the Terms & Conditions affect the legal rights and obligations of the building occupant and contain releases and indemnification obligations in favour of, and exclude or limit the liability of, The Cadillac Fairview Corporation Limited, its affiliates and service providers.

**Client's
Authorized
Signatory**

Signature

Title

**Date
(mm/dd/yyyy):**

Last Name

First Name

SECTION-5: TO BE COMPLETED BY CF PROPERTY OPERATION TEAM

**Received And
Acknowledged By:**

Signature

Date

Last Name

First Name

Title

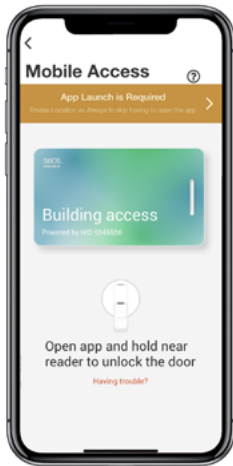
Upon completion, please submit the Service Order Form to concierge@cadillacfairview.com. Please use the following subject line: Service Order Form - Property Name, Client Name

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SECTION-6: CF CONCIERGE FEATURES & BENEFITS

Core Features:



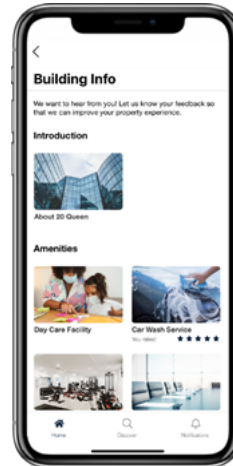
MOBILE KEY ACCESS

Say goodbye to your physical pass! Access the building and office space with your mobile device.



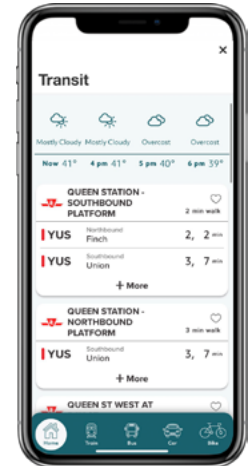
OFFERS & SERVICES

View special offers exclusive to building occupants and get easy access to a curated list of local service providers. Click through for contact information and navigation tips.



COMMUNITY

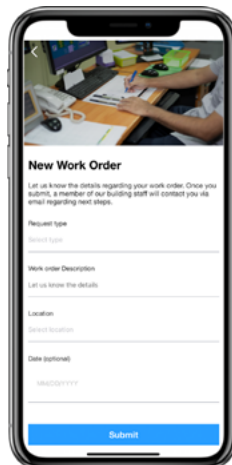
Stay informed with real-time building news and information and RSVP for local events hosted within your building.



TRANSIT INFO

Access real time transit information when and where needed, so you never have to run to the subway station ever again.

Optional Features:



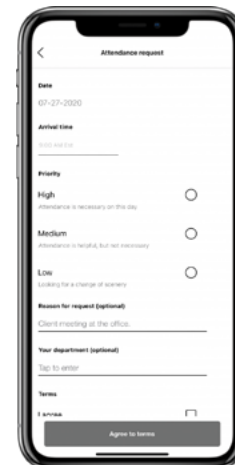
SERVICE REQUEST

Report real-time issues and receive status updates on service requests with ease.



CF CONNECT

Access CF Connect services on your mobile device



COVID-19 SUPPORT

Access Covid-19 announcements, safety precautions and return-to-work protocols and information. With Capacity Manager, easily manage the number of employees that come to the office with to allow a safe return to work transition.