



## TENANT HANDBOOK APPENDIX

### DIAMOND RESIDENCES (STOREYS)

8080 Anderson Road, Richmond BC V6Y 0J5

#### CONTACT INFORMATION

##### **SANFORD PROPERTY MANAGEMENT**

225 West 2nd Avenue, Vancouver, BC, Canada V5Y 1C7

Email: [info@sanfordpm.ca](mailto:info@sanfordpm.ca)

Phone: 604-732-5105

##### **Maintenance and repairs:**

- Non-emergency (example: broken light fixture, broken closet door) – go to:  
<https://sanfordpm.ca/contact/submit-a-maintenance-request/>  
Log in and submit an online Maintenance Request  
Or Phone: 604-732-5105 press “0” - (Ask to speak to a Property Manager)
- Emergency (example: water leak, broken window, lost keys) – 604-732-5105  
press “9”

**In case of fire or if you require immediate medical attention, please call 911**

##### **JEWISH FAMILY SERVICES**

Viktoriiia Bernard, Housing Care Manager

Email: [vbernard@jfsvancouver.ca](mailto:vbernard@jfsvancouver.ca)

Phone: 604-558-5717

##### **TIKVA HOUSING SOCIETY**

Suite 104 - 1177 West Broadway, Vancouver, BC V6H 1G3

Email: [info@tikvahousing.org](mailto:info@tikvahousing.org)

Phone: 778-998-4582

## **ADDITIONAL INFORMATION**

### **BICYCLE STORAGE**

Please use the designated bicycle storage room or the designated bike racks in the garages to store your bicycles and refrain from placing them on your patio or common areas.

### **GARBAGE AND RECYCLING**

The garbage room is located in the parking garage and is open to tenants only.

Please keep the room clean to avoid rodents and other pests.

In order to keep our community and environment cleaner, please ensure you are sorting your garbage and recycling into the correct bins.

### **LAUNDRY FACILITIES**

The laundry room is located on your floor. Please make note of the laundry schedule and only use the facilities at the times noted for your unit.

### **PARKING**

In addition to the information provided in the tenant handbook, please note the following provisions specific to the Diamond Residences:

- There are 6 parking stalls, and parking is free.
- You may apply for a waiting list should you require a parking stall.
- There are no visitor parking stalls.
- Tenants are not permitted to park in the car wash stall or at the parking stalls on P1, or they risk being towed at their own expense.

### **PETS**

- Cats (up to 20KG), dogs (up to 20KG), birds, fish, gerbils, hamsters, and guinea pigs are the only pets permitted in the development. Snakes and other exotic pets are not allowed.
- Tenants are limited to one dog and one cat or two cats and two dogs per unit.
- If you have a pet, you must pay a Pet Deposit of \$500.
- All pets must be registered with the Sanford Property Management office. Management reserves the right to refuse any pet it considers dangerous and to remove any pet that causes persistent noise, damage or other problems.

## QUIET HOURS

The Diamond Residences have quiet hours from 10:30 p.m. to 7 a.m.

## SMOKING

Smoking is prohibited in individual units, including outdoor patios or any common areas of the residential property, including in the property's elevators and parking garages. Smoking is banned within six meters of a doorway, open windows or air intake of common enclosed areas. The only designated smoking area is on the 4th-floor common patio under the covered pergola.

## STORAGE LOCKER ROOM

Storage lockers are available for a monthly fee.

Please do not store your belongings on your patio, but instead, use your designated storage locker.

## IMPORTANT PHONE NUMBERS

- **Police Non-Emergency:** 604-278-1212 - Richmond RCMP Main Detachment, 11411 No.5 Road, Richmond, BC, V7A 4E8
- **Fire Non-Emergency:** 604-215-4842

Additional numbers:

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