



Welcome to Le Louvre!

We are very happy to welcome you to your new home and we look forward to having you as part of our community.

If you have any questions at any time, please don't hesitate to contact us.

Property Management | [louvre@procura.ca](mailto:louvre@procura.ca) | 587.689.5490

#### Before/on the day of your move-in inspection:

- Send us a copy of your Renter's Insurance taking effect the same day as move-in  
*Minimum of \$1 million coverage and the additional insured listed as LOUVRE LIMITED PARTNERSHIP BY ITS GENERAL PARTNER, LOUVRE RESIDENCES LTD and PROCURA REAL ESTATE SERVICES*
- Send us a void cheque or Bank Pre-Authorized Payment Form
- Pay your pro-rated rent/first month's rent
- Confirm all vehicle information and parking requirements (if applicable)
- Pay your parking fee, storage fee, and pet fee (if applicable)

*\*Payments can be made either by Money Order/Bank Draft made out to Louvre Limited Partnership or Debit/Visa in-person*

#### During your move-in inspection:

We will show you the mail room and garbage room, walk through your apartment to note the state of the apartment prior to you moving your items, and report any outstanding deficiencies. At the end of the inspection, you will be given a copy of the report for your records and your keys.

**After your move-in inspection:**

You're welcome to start moving in and getting settled!

Please ensure your moving company (if you are using one) is available during your allocated time slot. The loading dock can be found on the map below located by the yellow star (must be reserved). If you reserved an elevator, it will be locked off and can be manually operated. Please return the elevator to the first floor when you're done and notify us.

