



**Addresses :** 1500 and 2270 Rue Duff Court

## Locking the entrance to your building

The doors to your building will be **always locked** by the **end of April**.

You will need to use your **key fob** to enter your building.





Get involved

what you need to do

## How the project will work in your building

<p><b>April 5–12, 2024</b></p>	<ol style="list-style-type: none"><li>1. Your <b>key fobs will still work.</b> Check to see how many key fobs you have for your family. People who are named on the lease and aged 12 and older can have a key fob.</li><li>2. <b>If you have lost a fob or need additional fobs</b> for someone in your family or someone who helps you regularly, <b>call our call centre (514-872-6646).</b>  <b>Fobs cost \$25 each.</b> Payment options:<ul style="list-style-type: none"><li>• cheque;</li><li>• direct debit to your account, if you are already enrolled in this service;</li><li>• cash, in the office at 2247 Delisle Street, 3rd floor, between 8:30 a.m. and 12 p.m. or between 1 p.m. and 4:30 p.m., after the key fobs have been distributed.</li></ul></li></ol>
<p><b>April 15-19, 2024</b></p>	<ol style="list-style-type: none"><li>3. <b>Your agent de location (rental agent) will come to your building to give you the additional fobs.</b> She will call you <b>to confirm the date and time</b> of her visit.</li></ol>
<p><b>End of April, 2024</b></p>	<ol style="list-style-type: none"><li>4. You will receive an automated phone call. Listen to it carefully. We will confirm the date when the doors will be locked at all times. A notice will also be posted at the entrance to your building.</li><li>5. Do not use the back doors to enter the building. These doors are emergency exits. <b>The back door handles will be removed.</b></li></ol>

**Once the doors have been locked and the handles removed from the back doors**

6. Access your building through the front entrance.
7. Use your key fobs to enter. The doors will be locked at all times.

### Basement and garage access

Between 7 a.m. and 10 p.m., you can use your key fob in the elevator to go to:

- the basement, for your storage space;
- the recycling room.

People with reduced mobility can continue to access the building through the garage.

## Using the intercom

- The intercom at your building's entrance is connected to your apartment.
- It improves your safety and controls your visitors' access.
- There are two ways you can receive calls from the intercom:
  1. Plug a telephone into your apartment outlet.
  2. Receive calls on your cell phone.



### Call our call centre now (514-872-6646) if:

- you have problems with the intercom;
- you want to receive intercom calls on your cell phone.

### How to open the door for a visitor

1. Answer the intercom call.
2. **Ask the visitor to identify themselves.**
3. **Press 9 (1500 Duff Court tenants) or 6 (2270 Duff Court tenants)** to open the door for your visitor.
4. Hang up.

## Reason for this work

The aim of this project is to make Place Lachine safer. Keeping the buildings locked 24 hours a day is one of the things that can make a difference. The doors of the other buildings have already been locked.

**Safety is everyone's responsibility.** Let's work together to make your community safer. Together, we can do it!

We ask you to please follow these important instructions:

- Use the intercom to **ask visitors who they are** before letting them inside your building.
- **Do not lend your fob to others.** You are responsible for keeping it safe.
- **Please avoid spending extra time in the stairs.** It is important to keep the stairs clear because they are emergency exits.

Do you have an idea to make your community better? Tell it to COVIQ (comité de vie de quartier) or your Organisateur Communautaire, Moustapha Sène (514-868-3726).

**Thank you for your patience and cooperation!**

**Do you have any questions or concerns?**

**HUGO BARON BRUNEAU** Agent de liaison | Liaison officer  
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