

POSTMEDIA PLACE

365 BLOOR EAST

Janitorial Services

Nightly Services:

- Mop all hard surface floors
- Spray buff
- Vacuum all traffic lane areas
- Empty all trash and recycle containers and replace liners as necessary
- Spot clean and dust horizontal and vertical surfaces to normal hand reach including furniture, fixture equipment and accessories

Note: Desks that are filled with paper will not be cleaned or dusted.

Do not put any items (i.e. shoes, umbrella or other personal items) other than trash or recyclables in respective containers. When throwing out items that cannot be put in garbage containers, **clearly label item as garbage.**

Mailbox & Key

The mailboxes are located on the B1 level in the elevator lobby in the Office Tower. Mailboxes for Mall tenants are located on B1 Level by the ramp (ramp beside The Doctor's Office). Tenants are issued a mail box number and key (subject to availability) upon request.

Tenant Service-- Common Area & In-Suite

All maintenance requests can be placed electronically through the Angus Work Order System (All tenants must have two staff members trained). To submit service requests, tenants will be provided with an e-mail link and password. In case of Emergency please contact the Management Office at 416.924.8388.

Parking

Parking is available 24 hours a day, seven days a week in our underground garage. The garage has access off Huntley Street under the residential tower.

Target Park is an independent parking management company under contract with Greenrock Property Management Limited. For parking fees and more information, please contact the Parking Management office at **416.923.6767**.

For those who wish to obtain a monthly parking pass, please contact the Parking Manager at 416.923.6767. **PLEASE DO NOT LEAVE PARKING ACCESS CARDS IN THE VEHICLE.**

Target Park provides complimentary jump-starts, and tire inflation.