# Table of Contents

## Part 1 - General Information
1.1 Welcome to First Canadian Place ............................................. 1  
1.2 Building and Consultant Directory ...................................... 2  
1.3 Approved Subcontractors for First Canadian Place .................... 3  
1.4 Introduction to the Retail Tenant Design Criteria Manual ............ 4  
1.5 Key Plan and Description of the Criteria Zones ....................... 5  

## Part 2 - Architectural Design Guidelines
2.1 Glossary of Terms .......................................................... 6  
2.2 General ............................................................................ 7  
2.3 Storefront Criteria .......................................................... 7  
2.4 Bulkheads and Storefront Signage ........................................ 9  
2.5 Interior Lighting Requirements .......................................... 10  
2.6 Materials ......................................................................... 10  
2.7 Key Plan .......................................................................... 11  
2.8 General Conditions .......................................................... 12  
2.9 Storefront Section Detail .................................................... 16  
2.10 Detail ............................................................................. 17  
2.11 Example .......................................................................... 18  
2.12 Example - Storefront ....................................................... 22  
2.13 Demising Wall Detail ......................................................... 24  
2.14 Signage Detail ................................................................. 26  
2.15 Example - Signage ........................................................... 27  
2.16 Example Menu Boards ..................................................... 28  

## Part 3 - Mechanical and Electrical Requirements
3.1 Mechanical Requirements .................................................... 29  
3.2 Electrical Requirements ..................................................... 30  
3.3 General Requirements ....................................................... 30  
3.4 Consultants Checklist ......................................................... 30  
3.5 Electrical Load Summary Requirements ............................... 31  

## Part 4 - Tenant Submission Requirements
4.1 Tenant Information Package ............................................... 32  
4.2 Tenant Design Approval Process ......................................... 32  
4.3 Preliminary Submission Requirements ................................. 33  
4.4 Final Submission Requirements .......................................... 33  
4.5 Final Review and Approval Process .................................... 35  
4.6 Permit Submissions ........................................................... 35  

## Part 5 - Construction Documentation
5.1 Commencement of Tenant Construction ............................... 36  
5.2 Procedures During Construction ........................................... 36  
5.3 Completion of Tenant Construction ...................................... 37  
5.4 Tenant and Contractors Acknowledgement Form .................... 38  
5.5 Form 3 ............................................................................ 39  

## Part 6 - Manual Revisions
6.1 Revisions Contained in this Document ................................. 40
1.1 Welcome to the First Canadian Place

Located in the heart of Toronto’s financial district, First Canadian Place is an impressive 2.7 million square foot office, banking and shopping complex. With 72-stories, the office tower remains unchallenged as the tallest office building in Canada since it was constructed in 1975. The complex’s retail component features 120 world-class stores, restaurants and services.

In today’s competitive retail environment, creating dynamic and inviting storefronts is essential to enticing time-pressed shoppers. While First Canadian Place encourages originality and ingenuity in store design, we also must maintain a certain degree of overall design consistency.

We are pleased to present our Design Criteria Manual to provide you with extensive guidelines on ensuring your project meets our standards.
## 1.2 Building and Consultant Directory

<table>
<thead>
<tr>
<th>Landlord</th>
<th>Base Building Consultants</th>
<th>Structural Engineers</th>
<th>Life Safety/Code Consultant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Landlord</strong></td>
<td><strong>Architects</strong></td>
<td><strong>Bregman + Hamann Architects</strong></td>
<td><strong>Entuitive Corporation</strong></td>
</tr>
<tr>
<td>FCP (BOPC) Ltd., ARI FCP Holdings Inc. and CPPIB FCP Holding Inc. c/o Brookfield Properties (PI) Inc.</td>
<td><strong>Paul Gogan</strong></td>
<td>Barry Charnish</td>
<td>Lisa Miller</td>
</tr>
<tr>
<td>1 First Canadian Place</td>
<td>Tel: 416-596-2299</td>
<td>Tel: 416-477-5829</td>
<td>Tel: 416-515-5311 x 345</td>
</tr>
<tr>
<td>Management Office</td>
<td>Fax: 416-586-0599</td>
<td>Fax: <a href="mailto:info@entuitive.com">info@entuitive.com</a></td>
<td>Fax: 416-515-1640</td>
</tr>
<tr>
<td>Toronto, ON, M5G 2H4</td>
<td>481 University Avenue</td>
<td><a href="mailto:broarry.charnish@entuitive.com">broarry.charnish@entuitive.com</a></td>
<td>2300 Yonge Street</td>
</tr>
<tr>
<td><strong>Director, Shopping Centre</strong></td>
<td><strong>Mechanical Engineers</strong></td>
<td>** TMP Consulting Engineers**</td>
<td><strong>LRI (Leber-Rubes Inc.)</strong></td>
</tr>
<tr>
<td>Brookfield Properties (PI) Inc.</td>
<td><strong>Michael Maxwell</strong></td>
<td><strong>Michael Maxwell</strong></td>
<td>Lisa Miller</td>
</tr>
<tr>
<td>Lucie Bisson</td>
<td>Tel: 416-499-8000 (257)</td>
<td>Tel: 416-499-8000 (257)</td>
<td>Tel: 416-515-9331 x 345</td>
</tr>
<tr>
<td>Tel: 416-862-9918</td>
<td>Fax: 416-499-7446</td>
<td>Fax: 416-499-7446</td>
<td>Fax: 416-515-1640</td>
</tr>
<tr>
<td>Fax: 416-862-7550</td>
<td>285 Yorkland Blvd.</td>
<td>285 Yorkland Blvd.</td>
<td>2300 Yonge Street</td>
</tr>
<tr>
<td>1 First Canadian Place</td>
<td>Willowdale, ON, M2J 1S5</td>
<td>55 University Avenue</td>
<td>Suite 2100</td>
</tr>
<tr>
<td>Management Office</td>
<td><a href="mailto:mmaxwell@tmptoronto.com">mmaxwell@tmptoronto.com</a></td>
<td>Suite 201</td>
<td>P.O.Box 2372</td>
</tr>
<tr>
<td>Toronto, ON, M5A 1A9</td>
<td><a href="mailto:lucie.bisson@brookfield.com">lucie.bisson@brookfield.com</a></td>
<td>Toronto, ON, M5J 2H7</td>
<td>Toronto, ON, M4P 1E4</td>
</tr>
<tr>
<td><strong>Project Manager</strong></td>
<td><strong>The Aquila Group</strong></td>
<td><strong>Mechanical and Electrical Engineers Tenant Renovations</strong></td>
<td><strong>Jose Osorio</strong></td>
</tr>
<tr>
<td>Brookfield Office Properties</td>
<td><strong>Jorge Osorio</strong></td>
<td><strong>The Aquila Group</strong></td>
<td>Tel: 416-340-1937 x 252</td>
</tr>
<tr>
<td>Anna V. Nagel</td>
<td>Tel: 416-340-1937 x 252</td>
<td>Jorge Osorio</td>
<td>Fax: 416-340-1022</td>
</tr>
<tr>
<td>Tel: 416-369-2208</td>
<td>55 University Avenue</td>
<td>Tel: 416-340-1937 x 252</td>
<td>55 University Avenue</td>
</tr>
<tr>
<td>Fax: 416-369-8264</td>
<td>Suite 201</td>
<td>Fax: 416-340-1022</td>
<td>Suite 201</td>
</tr>
<tr>
<td>181 Bay Street, Suite 330</td>
<td>Toronto, ON, M5J 2T3</td>
<td>Toronto, ON, M5J 2H7</td>
<td>Toronto, ON, M5J 2H7</td>
</tr>
<tr>
<td>Suite 330</td>
<td><a href="mailto:anna.nagel@brookfield.com">anna.nagel@brookfield.com</a></td>
<td><a href="mailto:josorio@theaquilagroup.com">josorio@theaquilagroup.com</a></td>
<td><a href="mailto:josorio@theaquilagroup.com">josorio@theaquilagroup.com</a></td>
</tr>
<tr>
<td>Toronto, ON, M5J 2T3</td>
<td><a href="mailto:rudy.aquino@brookfield.com">rudy.aquino@brookfield.com</a></td>
<td><strong>TMP Consulting Engineers</strong></td>
<td><strong>Rudy Aquino</strong></td>
</tr>
<tr>
<td><strong>Electrical/Mechanical Coordinator</strong></td>
<td><strong>Electrical Engineers</strong></td>
<td><strong>Robert J. Marcuzzi</strong></td>
<td><strong>Tel: 416-499-8000 (257)</strong></td>
</tr>
<tr>
<td>Brookfield Office Properties</td>
<td><strong>Mulve &amp; Banani</strong></td>
<td>Tel: 416-751-2520</td>
<td><strong>Fax: 416-499-7446</strong></td>
</tr>
<tr>
<td>Rudy Aquino</td>
<td><strong>Robert J. Marcuzzi</strong></td>
<td>Fax: 416-751-2520</td>
<td>285 Yorkland Blvd.</td>
</tr>
<tr>
<td>Tel: 416-862-6328</td>
<td>44 Mobile Drive</td>
<td>Fax: 416-751-4130</td>
<td>Willowdale, ON, M2J 1S5</td>
</tr>
<tr>
<td>Fax: 416-360-5790</td>
<td>Toronto, ON, M4A 2P2</td>
<td><a href="mailto:rob@mbii.com">rob@mbii.com</a></td>
<td><a href="mailto:mmaxwell@tmptoronto.com">mmaxwell@tmptoronto.com</a></td>
</tr>
</tbody>
</table>
1.3 Approved Subcontractors for First Canadian Place

For list of approved contractors, refer to the Tenant Design & Construction Manual, First Canadian Place.
Our Retail Tenant Design Criteria Manual has been created to ensure that all new store designs or renovations/alterations to existing stores are in keeping with First Canadian Place’s established operational and design specifications. All tenant leasehold improvements, however small or limited in scope must be fully reviewed and approved by our office prior to commencement of construction. This document should also be reviewed in conjunction with the “Guidelines for Tenant Improvements”.

To ensure the design integrity of First Canadian Place, all procedural guidelines for tenant premises work as specified in the individual lease documents is mandatory. Nevertheless, it must be clearly understood that in the event of any ambiguity of, or omission to the wording in this document, the approval authority to proceed or not to proceed with tenant work will remain solely with the Landlord.

It will also be the Tenant’s responsibility to ensure that a copy of this Manual is provided to your Consultants, General Contractor and Sub-Contractors (Hereafter called The Contractor(s)) or any other person employed by them, and that both the Tenant, its Consultants, Contractor(s) or any other person, adhere fully to the direction provided herein. Failure by the Tenant or its Designer(s), Contractor(s), or any other person employed by it, to comply with any of the general or specific guidelines because of a lack of understanding in, or awareness of, the Retail Tenant Design Criteria Manual will not be accepted by the Landlord Representative.

It is essential that the Tenant and/or designer and/or space planner visit the site to inspect and verify all site conditions prior to the commencement of design work.

The Tenant is responsible for the production of accurate and complete working drawings for the proposed construction within the Leased Premises. Although the Landlord will supply the Tenant with Lease Outline Drawings (LOD’s), neither the Landlord nor their representatives shall be responsible for same and the Tenant must verify the as-built condition prior to commencement of the Tenant design.

The Landlord reserves the right, from time to time, to add or amend the information and procedures contained herein, which will be in effect upon issuance.
1.5 Key Plan and Description of Criteria Zones

These plans are diagrammatic and are intended only for the purposes of indicating the applicable criteria locations.

1.5.A Retail Zone

With over 120 stores and services, First Canadian Place is one of Canada's premier urban shopping centres serving over 60,000 people daily.

Please refer to the separate Design Criteria Manual.

1.5.B Full Service Restaurants

First Canadian Place has eight full service restaurants providing a diverse mix of culinary experiences to satisfy everyone’s taste.

Please refer to the separate Design Criteria Manual.

1.5.C Marketplace

The Marketplace offers shoppers the bustling atmosphere of an upscale New England style market brimming with fresh produce, baked goods and prepared foods.

A separate Criteria Manual has been created for the Marketplace because of its unique design specifications.

1.5.D Food Court

With 12 fast food outlets and seating for 800 people, First Canadian Place’s Food Court is one of the largest convenience food offerings in the downtown core.
Part 2 - Architectural Design Guidelines

2.1 Glossary of Terms

The following are definitions for terms referred to in this criteria:

Tenant Lease Line: The line between the Tenant’s leased premises and the mall common area. Tenant Work must be limited to the Tenant side of the Lease Line.

Closure Line: A reference line drawn across the opening or entrance of the Tenant’s space, defined by the location of the Tenant’s closure system, on or behind the Tenant Lease Line. Base building mall floor finishes must be continued, by the Tenant, from the Tenant Lease Line to the Closure line. Tenant flooring finishes can not extend beyond the Closure Line.

Landlord Control Zone: In order for the Landlord to control the quality and diversity of storefront installations within the mall, it is imperative for certain standards to be maintained. The Landlord Control Zone is an area across the entire width of the Tenant storefront, extending from the Tenant Lease Line throughout 1500 mm (5'-0'') deep into the space. The Landlord reserves the right to approve, reject or request modifications to the Tenant’s design, quality of detailing, finishes and materials, lighting, signage, security system and closure system within this area.

Signage Zone: An area on the storefront in which the Tenant signage must be installed.

Demising Cap and Columns: A standard base building demising cap, found at the end of demising walls separating tenants.
2.2 General

The Design Criteria has been planned to allow each Tenant maximum design freedom so that strong, quality storefront presentations are encouraged.

This manual is to be followed in conjunction with the Landlord’s guidelines for Tenant improvements and Schedule "B" attached to the Offer to Lease.

In the design and marketing concept of the First Canadian Place Food Court, the Landlord has meticulously developed the atmosphere of a classic European garden.

The common areas will reinforce the classic European garden theme by the rich amenity finishes such as marble table tops and lamposts, fine woodcapped railings with glass inserts and plenty of greenery.

The base building elements have been consciously designed so as to provide a pleasant environment for the food Tenants.

Final preparation areas only are to be exposed to the mall providing the food fair with a unique combination of animation created by the busy employees preparing fine foods.

It is therefore mandatory that all Tenants apply this concept to their individual operations. It is also necessary that the same conscious effort be made to design Tenant Spaces that compliment the classic concept through the use of common area materials and elements that maintain the integrity of the established concept.

Tenants are encouraged to plan their stores to allow full visual perception of the complete product line.

2.2.a Specific Conditions

Certain construction conditions will occur in some premises while not in others, such as ductshafts with firerated enclosures, basebuilding services passing through the premises, etc. Please note that any relocation of ductwork will be performed by Landlord at Tenant’s expense. Tenants are obliged to review their leased premises on site in detail to determine what localized conditions may pertain and, to determine in conjunction with the Tenant Coordinator how they may treat or otherwise deal with such conditions.

2.3 Storefront Criteria

2.3.a Storefronts

Storefronts will be designed, fabricated and installed by the Tenant and are subject to the Landlord’s approval. Storefronts must be completely closed by counters and must consist of a new signage treatment.

The "storefront" in this project consists of the entire zone starting at the front counter, ending at the wall that separates the concession from its kitchen or preliminary preparation area.

All Tenant construction, including storefronts, must be non-combustible and/or treated with a fire retardant chemical where approved by jurisdictional authorities.

All Tenants must install new closure grills at their expense (See 2.3.b Closure for more information).

Storefronts must be supported directly from the building structural slab, where such support is necessary. The Landlord’s demising cornice moulding or ceiling framing system may not be used for such support.

Adjustments to storefront structural elements, including depression in slab and/or suspended items from slab (i.e. signage, menu boards, etc.), require prior written approval from the Landlord.
In order to achieve a high standard retail environment we request that each Tenant use at least one of the base building materials in their design concept. This will aid in creating the strong identity and consistent level of retail design quality that this project must achieve.

Plastic laminates such as Formica, Arborite, etc., may only be used as storefront facing materials if the detailing is such that joints between adjacent panels of the material are concealed in an acceptable manner; exposed butt joints are not acceptable. Where mirror is used as storefront facing material, J-mould trim is to be avoided wherever possible.

### 2.3.b Closure

New grills must be supplied and installed by Tenant. Closure grill to be: “Futura” folding closure grill

Finish: Light bronze acrylic paint K-26

Dynamic Closures (Ontario) Ltd.

416-639-9478

Tenant must supply necessary pocket door for storage of closure grill. Pocket door must be located and constructed as indicated on the Landlord’s base building drawings.

The Tenants identified on the key plan as Restaurant will be treated as special cases due to their size and location. Each case will be dealt with individually in order to ensure conformity with the overall concept.

### 2.3.c Demising Walls

Demising walls will be of drywall type construction, built by Landlord, ready to receive Tenant’s finishes. Tenants must finish their side of the demising walls, subject to the Landlord’s approval, up to the demising cap at the storefront. See Detail, pages 24 and 25. For exceptions refer to lease outline drawings. A demising cap will be installed by the Landlord.

### 2.3.d Counters

#### Tenant Type I: T2, T4, T7, T9

#### Tenant Type II: T3, T5, T6, T8

#### Tenant Type III: T1

#### Tenant Type IV: T10

Design of counter is by Tenant subject to Landlord’s approval. Counters and equipment on front line must not exceed a height of 4’-6” within the storefront. All elements and merchandising must not extend beyond the closure line.

Cash register location must conform to predetermined location shown on key plan.

#### Tenant Type IV: T10

Design of counter is by Tenant subject to Landlord’s approval. Furthermore, this Tenant must maintain the maximum height of 4’-6” throughout their front counter line so as to emphasize its three-sided storefront. Full height furniture or equipment will only be considered if located along the full-height base building wall and if it is behind the control zone (6’-0” from the lease line). All elements and merchandising must not extend beyond the closure line.

**General Notes (all Tenants).**

It is strongly encouraged to illuminate sneeze guards wherever possible. We suggest the use of quartz or incandescent lighting and only warm white fluorescents will be permitted in order to accentuate the food products in the most appetizing fashion.

Where required, Tenant must provide access panels to facilitate electrical and mechanical servicing.

The Tenant counter must follow the lease and closure lines and must be a finished dimension of 3’-0” from finished floor to allow for proper closure grill operation.

All tray slides must be equipped with concealed lighting illuminating Tenant counter (see Details, pages 16 and 17).
Tenant Type I, II, III and IV

The flooring visible to the public from the common area in front of the counter must be the base building finish (beige travertine 4” x 4” square tiles). Any touch-ups or adjustments required to be made to the existing base building floor must be communicated to the Landlord and performed by the Landlord at Tenant’s expense.

Restaurants

It is mandatory that the base building material be continued from the lease line to the closure line.

2.4.a Bulkheads and Storefront Signage

Tenant Type I, II and III:

Are those located along the mall forming a continuous line of Tenants under the 10’-6” high ceiling. They will have the same cornice moulding condition. See pages 16 and 26.

This cornice moulding is supplied and installed by the Landlord. It is a prefabricated plaster moulding and runs continuously along all perimeter Tenant’s storefront. **Nothing** is to be attached or installed on this cornice moulding (see Storefront Section, pages 12, 13, 14).

The Tenant signage area **must** be 60% of total storefront area to ensure maximum exposure and harmonious proportions to the project. (see pages 26, 27).

The following signs are not acceptable: conventional sign box, flashing signs, temporary or paper signs facing the mall, audible signs, lettering, symbols and decals located on doors or counter front. Unapproved signs will be removed at Tenant’s expense.

Signs above counter will be limited to the Tenant’s store name or trade name.

It is **absolutely necessary** that all dimensions are verified on site by the Tenant and/or Tenant’s designer, general contractor and/or sub-contractor prior to commencement of any Tenant improvement work.

The Tenant signage must be built within the zone identified on drawing by the Landlord. Furthermore, a maximum height of 1’-6” will be permitted for signage on the Tenant storefront.

It is strongly encouraged that the Tenant and his/her designer develop an original sign or fascia that will reinforce the uniqueness and quality of their products and services. Therefore, straight gyprock bulkheads will not be accepted by the Landlord’s Design Review Group. The dotted area indicated as Tenant signage is only a symbol indicating maximum parameters allowed. No full use of the indicated volume will be accepted. See pages 26 and 27 for examples.

Tenant Type IV: Those located in the seating area.

This area must be treated similarly to ensure continuity of the character and interest to the total project.

2.4.b Menus and Interior Signs

All menus must be located 5’-6” behind the lease line. All signs, menu boards, etc. **must** be hung to a height of 6’-9” from the finished floor. This means that the area of visibility between 4’-6” maximum counter height and 6’-9” menu minimum height must be unobstructed.

Menus not extending the minimum length of the interior width of the premises **must** be combined with a decorative design element in order to create a continuous zone animated by the Tenant’s merchandise above eye level (see Example, page 28).

Illuminated menus will only be accepted under the following conditions:

- Background of menu must **not** be illuminated (text only may be illuminated)
- Background color of menu and color of illuminated letters (text) must be clearly indicated on design and technical drawings. The Landlord will review each case separately. Approval will be based on the color scheme’s overall harmony with the concept.
2.5 Interior Lighting Requirements

A variety of lighting qualities to best suit the variable merchandising uses and physical conditions existing throughout the project are required. The following conditions and criteria are required of the Tenants:

- Tenant is responsible for all lighting within the entire demised premises.
- Tenants are required to use low energy consumption luminaries.
- All light fixtures shall be high quality commercial grade, CSA approved and must conform to all applicable building and construction codes and regulations.
- No lamps or bulbs will be permitted that are directed or aimed to the mall. The Tenant should provide a baffle where required in order to eliminate direct glare.
- Recessed or decorative pendant luminaries are acceptable. Decorative pendant lights can be introduced as architectural feature lighting.
- All electrical equipment including transformers, conduits and / or BX cables and all fastening devices must be concealed from view.
- All display cases must be lit and vented. Low voltage light fixtures are encouraged.
- Lighting in coves is to be stagger-mounted for continuous illumination and to prevent hot or dark spots.
- Suspended or surface mounted track lighting systems will not be permitted.
- Exposed fluorescent, standard fluorescent, compact fluorescent or unshielded neon light fixtures will not be permitted in the sales area and may only be used in non-public back-store areas.
- Fluorescent lighting will be allowed as recessed accent lighting for cabinets & counters and is not to be visible by the customers.
- Mercury vapour or high pressure sodium lamps, strobe, spinner, chase, or moving type lighting will not be permitted.
- No lighting shall be installed in the Landlord’s storefront bulkhead or outside the demised premises other than those installed by the Landlord.
- Kitchen lighting must be hidden from view.
- It is strongly encouraged to illuminate food display wherever possible.
- Tenants must illuminate their front counters by a concealed fluorescent warm white tube installed beneath their tray slide.
- To retain and protect the visual environment of the area for the benefit of all Tenants, each individual food Tenant shall limit the brightness of his lighting fixtures to a level of 25 foot candles at the front counter area.
- The use of LED lighting technology is preferred for energy saving and environmental reasons.
2.8 General Conditions

PLAN - TYPE 1

ELEVATION - TYPE 1
2.8 General Conditions

Plan - Type II

Elevation - Type II
2.8 General Conditions

PLAN - TYPE III

ELEVATION - TYPE III
2.8 General Conditions

Part 2 - Architectural Design Guidelines

Food Court Tenant Design Criteria Manual
2.9 Storefront Section Detail
2.10 Detail

TRAY SLIDE DETAIL

- brass finished tray glide as required finishes to match tenant's design
- line of sneeze guard (if applicable)
- moulding to match base building wood stain
- fluorescent lighting fixture
- lease line
- existing counter to be refinished by tenant
- finishes to match tenant's design
- suggested tray slide profile

Dimensions:
- 2"
- 11 1/4"
- 6"
- 5 3/4"
2.11 Example

**Plan - Type 1**

**Elevation - Type 1**
2.11 Example

**PLAN - TYPE II**

**ELEVATION - TYPE II**
2.11 Example

PLAN - TYPE III

ELEVATION - TYPE III
2.12 Example - Storefront
2.12 Example - Storefront

ELEVATION

SECTION
2.13 Demising Wall Detail I
2.13 Demising Wall Detail II

Plan and elevation details showing demising wall by landlord, pocket wall and door by tenant, basebuilding ceiling and moulding by landlord, counter by tenant, closure line, lease line, and tenant's counter clearance for grill.
2.14 Signage Detail

- ELEVATION
  - basebuilding ceiling by landlord
  - basebuilding moulding by landlord
  - zone of new tenant’s signage
  - demising cap by landlord

- SECTION
  - basebuilding ceiling by landlord
  - 9"
  - 1-0"
  - pocket wall and door by tenant
  - 6"
  - 1-0" max.
  - letter height
  - zone of new tenant’s signage
  - demising cap by landlord
  - lease line
  - closure line
2.15 Example - Signage

ELEVATION

SECTION
2.16 Example - Menu Boards
3.1 Mechanical Requirements

3.1.A Smoke Evacuation System:

In order to ensure appropriate smoke evacuation system for Tenant’s premises, the designer should ensure that either:

Direct access to the smoke evacuation duct opening in ceiling is available from the Tenant space (i.e.: 24” x 48” in T-bar ceiling; 30” x 30” in drywall ceiling); or

An opening is provided for smoke evacuation in Tenant’s demising partition, above the finished ceiling level. This opening should be complete with 2” Chain Link wire mesh and of an area equal to the cross-section area of the smoke evacuation duct in the particular area (usually 18” x 48”). The opening should connect the particular Tenant’s space to a space having direct access to smoke evacuation duct or another space with an indirect access to same.

3.1.B Sound Isolation:

The designer should specify any sound isolation methods or equipment the Tenant may require in order to maintain an acceptable sound environment as per the Offer to Lease, Schedule B.

3.1.C Fire Hose Coverage:

The standard length of fire hose is 75’-0”. Designer must ensure that the location of the Fire Hose Cabinet is such that proper coverage is obtained within the Tenant’s premises.

Should the location of partitions, wall fixtures, etc. be such that the coverage is insufficient and the re-location of addition of Fire Hose Cabinets is necessary, the alterations will be performed by the Landlord’s contractor at the Tenant’s expense.

3.1.D Sprinkler Coverage:

The Sprinkler system is presently designed for ordinary hazard (i.e.: 130 square feet per head). Tenant’s designer must ensure proper sprinkler coverage within the premises.

Should the design of the Tenant’s premises be such that additional heads are required, and capacity of the sprinkler main must be increased, the alterations to the system will be performed by the Landlord’s approved contractors at Tenant’s expense. The Tenant must use the base building sprinkler contractor to ensure proper coverage, approvals, warranties and testing are maintained.

The Tenant must submit to the Landlord for approval the following:

- The contractor’s sprinkler design and/or shop drawings duly stamped and approved by the Underwriters and the I.A.O.
- The contractor’s pressure test reports, that have been performed in the presence of the Landlord representative, at the completion of the installation.
- The contractor’s confirmation of warranties and specific guarantees for the installation.

3.1.E Chilled Water Supply:

The Building chilled water plant provides chilled water supply at 48 degrees and return at 58 degrees x (i.e. a design D t = 10 degrees F). It is possible to achieve D t = 14 degrees F provided the demand for it exists (maximum load).

The Landlord will provide adequate chilled water to compensate for a total heat gain of 30 BTU / square feet (i.e. 6.0 US.GPM / 1000 square feet). Cooling loads exceeding this amount should be specified by the mechanical or electrical consultant, and additional chilled water capacity (over 30 BTU / square feet) may be provided at extra cost to the Tenant.
3.1.F Plumbing Criteria:

All Tenants are required to install a grease trap on their drain(s) before connecting to Landlord’s services. Locations of core drillings for plumbing must be approved by Landlord.

3.2 Electrical Requirements

The electrical service will be supplied to the premises at 208V/3PH/60 CY based on a calculated load of 8 watts per square foot unless requested otherwise.

Should the required be above 100 amps, the service will be provided at 600V/3PH/60 CY, with the necessary transformer supplied and installed by the Tenant at his expense.

The Tenant must ensure that his electrical contractor provides a main breaker and/or surface switch in a CEMA 1 enclosure panel, due to Hydro’s code requirements and to enable quick power disconnection.

3.3 General Requirements

3.3.A Mechanical and electrical consultants should visit the site before preparing sketches of their layout.

3.3.B Mechanical and electrical consultants should verify that no interference exists with work in spaces below slab.

3.3.C Location of holes to be submitted to Landlord for structural engineer’s approval.

3.3.D Height limitations to be checked in Tenant premises under existing Landlord’s services.

3.3.E Access openings to all base building items in ceiling space shall be installed in the Tenant’s ceiling by Tenant.

3.3.F Size of the electrical service shall be specified by Tenant’s designer, otherwise the service will match the indicated load.

3.3.G Public address speakers are installed on the mall ceiling at about 75 feet on centres.

3.3.H All electrical, natural gas, and domestic water services must be metered by connection to the Landlord’s centralized metering system using the Landlord’s approved meters.

3.3.J If extensive partitioning is used and additional speakers are required within the Tenant’s premises, this work shall be done by Landlord’s contractor at Tenant’s expense.

3.3.K All premises where food is being prepared must submit their drawings to the Landlord’s Code Consultants (Lebel Rubes) for review and approval at the tenants expense prior to starting work.

3.3.L All fire alarm installations and connections must be done by the Landlords designated installer.

3.4 Consultant’s Checklist

Electrical:

1. Location of service termination.
2. Power voltage and size of service.
3. Location of telephone conduit termination.
4. Electrical Load Summary required. (Refer to section 3.5).

Mechanical:

1. Location and size of cold water service.
2. Location and size of sanitary vent.
3. Location and size of drain connection(s). (Refer to section 3.3.C).
4. Grease traps by Tenant under counter or as required.
5. Gas Line(s) and Meter, if required, installed by Landlord at Tenant’s expense. (Location and size to be specified).
6. Location of Kitchen exhaust and C.F.M. required.
7. General ventilation at night for refrigerator cooling.
8. Air velocity across counters and doorways, where applicable in special conditions.
9. Heating/cooling load calculations required.
### 3.5 Electrical Load Summary Requirements

Designer to submit this form to the Engineer. The completed form must then be issued for approval to the Tenant Coordinator.

<table>
<thead>
<tr>
<th>Tenant:</th>
<th>Tenant No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designer:</td>
<td></td>
</tr>
<tr>
<td>Contact:</td>
<td>Telephone:</td>
</tr>
<tr>
<td>Store Name:</td>
<td>Sq. Ft.:</td>
</tr>
<tr>
<td>Area Name:</td>
<td></td>
</tr>
<tr>
<td>Electrical Load Summary - Ballast Loss must be included:</td>
<td></td>
</tr>
<tr>
<td>Fluorescent Lighting at:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Incandescent Lighting at:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Mercury Lighting:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Electric signs:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>No. of receptacles:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Hot water heater for washroom at:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Air Conditioning at:</td>
<td>Volts: Watts:</td>
</tr>
<tr>
<td>Special purpose receptacles (specify):</td>
<td>Watts: Watts: Watts:</td>
</tr>
<tr>
<td>Total connection load at 120 / 208 volts, 3 phase:</td>
<td>Watts:</td>
</tr>
<tr>
<td>Total connection load at 347 / 500 volts, 3 phase:</td>
<td>Watts:</td>
</tr>
<tr>
<td>Total connection load:</td>
<td>Watts:</td>
</tr>
</tbody>
</table>

Note: If space insufficient, provide additional list with complete data on loads.
4.1 Tenant Information Package

The Tenant Information Package provided to all Retail Tenants shall include the following documents as available:

1. Lease and Lease exhibits: this will define the Tenant’s obligations.
2. Lease Plan - will define the Tenant’s overall location within the retail centre and dimensions of their space in relationship with the Lease Line. It is to be clearly understood that the Landlord does not in any way guarantee the accuracy of the information contained in such drawings; the Tenant remains responsible for ensuring that the conditions on site and site dimensions are verified and correctly reflected in the Tenant’s drawings.
3. Tenant’s Design Criteria - This booklet together with the revisions to the criteria if applicable.
4. Guidelines for Tenant Improvements as available.

4.2 Tenant Design Approval Process

1. In accordance the Lease, all Tenants are required to supply complete architectural (including separate sample boards), structural (if required), mechanical and electrical working drawings for all leasehold improvements.
2. The Tenant shall employ professional designers and/or architects, electrical and mechanical engineers registered in the Province of Ontario, all subject to Landlord’s approval, for the preparation of drawings and specifications. Tenant plan submittals shall bear the seal, number and signature of the relevant consultant.
3. The Tenant may wish to retain the Base Building’s Mechanical and Electrical Engineering Consultants under direct contractual arrangement for the production of working drawings. If the Tenant chooses to employ Consultants other than the Base Building Consultants for its design work, the Landlord may, at his discretion, have such drawings checked by the Base Building Consultants in order to ensure compatibility with the building’s systems. The cost of this review will be charged to the Tenant. A list of Base Building Consultants is included in this Manual.
4. The Tenant shall be obligated to provide a copy of this Manual to the appropriate design and construction personnel involved with its premises. The tenant and/or their representative must acknowledge that they have read and have understood the terms of this Manual by signing the form found on page 30 of this package.
5. After receiving the Tenant Information Package and prior to starting any design or documentation, the Tenant, Tenant’s designer and contractor shall make a detailed inspection of the Leased Premises. It is the Tenant’s complete responsibility to verify and confirm all dimensions, clearances and existing conditions within the Leased Premises.
6. If there are any deviations from the Design Criteria, the Tenant shall submit a written request for the Landlord’s review and approval which shall be at Landlord’s sole discretion.
7. Tenants and their architects/interior designers are encouraged to design their storefronts exploring creative uses of merchandising, lighting and signage. The interior of each store should be consistent with the design concept or image created by the storefront. These design goals can be accomplished through close attention to detail, use of high quality materials, good craftsmanship and innovative design.
8. Changes made between Landlord’s approved drawings and actual construction will require Landlord’s written approval. Such approved alterations shall be made at the Tenant’s expense. The approved drawings must be kept at the job site at all times.
9. Tenant construction shall proceed only after Tenant has complied with all requirements set out in the Retail Construction Procedures.
10. All projects must comply with the current construction laws, building codes, rules & regulations of Ontario and standards of construction quality of First Canadian Place base building construction.
11. Tenants’ consultants are to review the relevant sections of the lease for specifics regarding architectural, electrical and mechanical information.
4.3 Preliminary Submission Requirements [Step 1]

The first submission to the Landlord should be made as soon as the Tenant’s Architect or Designer has completed preliminary drawings outlining the conceptual ideas for the store.

- The preliminary submission will not be reviewed unless total preliminary package has been submitted.
- The purpose of this phase is to acquaint the Landlord with the Tenant’s intentions and to ensure compliance with the Tenant Information Package and base building installations before the final drawing phase.
- Drawings shall not exceed 762 mm x 1067 mm (30” x 42”) in size.
- Preliminary drawings shall include 3 sets of prints, stapled into complete sets and two sample boards. These must be submitted to the Landlord’s Tenant Design Coordinator as a total package as follows:
  1. Preliminary floor plans (scale 1:50 or ¼” = 1'-0”), indicating interior design concept and equipment layout.
  2. Preliminary reflected ceiling plans (scale 1:50 or ¼” = 1'-0”), indicating ceiling heights, materials, light fixture types and locations.
  3. Storefront elevations and sections. Locate all major elements and indicate materials and finishes. Submit one storefront elevation in colour (scale 1:50 or ¼” = 1'-0” minimum).
  4. Details of storefront signs, sections and materials of construction. Indicate letter style and size of graphics including colour and methods of illumination.
  5. Interior elevations (scale 1:50 or ¼” = 1'-0”).
  6. Details of proposed menu boards, if applicable.
  7. Two complete sample boards, maximum 216 mm x 356 mm (8 ½” x 14”), displaying fully and accurately samples of all finish materials and colours to be used, cross-referenced to the drawings. No plans will be reviewed and approved without a sample board.
  8. Colour photo or colour graphic illustrations of the storefront and interior space.

The Landlord will require 10 business days to review Tenant’s preliminary submission.

4.4 Final Submission Requirements [Step 2]

Final review drawings shall incorporate the required changes from Submission 1, be of construction document quality and include 5 sets of the following minimum information (this must be submitted as a total package to the Tenant Design Coordinator). The Landlord will not review partial submissions.

- The Landlord reserves the right to alter any section of Design Criteria information without notice, which may necessitate a further submission by the Tenant.
- These drawings will be reviewed by the Landlord for compatibility with the overall project, comments and/or approval will be marked on one (1) set of drawings or in a letter addressed to the Tenant or its designated representative. Such comments must be distributed to the Tenant’s designer/architect and electrical/mechanical consultants.
- All plans, sections and details should clearly indicate the relationship between lease line and demising wall(s) and the design elements. All plans, sections and details should clearly indicate the relationship between the lease line and the storefront.
- Plans shall show building grid lines, scale, designer’s name and address, stamp, date of issue and revision number.
- For the purpose of this Manual, the drawings approved by the Landlord shall be called “Approved Drawings”. Any revisions made to the Approved Drawings by the Tenant and/or agents must be submitted to the Landlord for further approval.
- The Landlord will require ten (10) working days to review the Tenant’s design submittal. The review will begin upon receipt of the complete design package, including Architectural, Electrical, Mechanical, and if required, Structural drawings.

Part 4 - Tenant Submission Requirements
Food Court Tenant Design Criteria Manual
Part 4 - Tenant Submission Requirements

Food Court Tenant Design Criteria Manual

Architectural

5 sets of drawings & Specifications, 2 samples boards

1. Key Plan showing the location of the demised premises within the project.
2. Demolition Plans (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \)).
3. Final Floor Plans (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \)). Storefront location and configuration. Locate partitions, fixtures, shelving, racks, counters, signs by dimension and location. Specify all materials, colours and finishes. Indicate any services to be installed that require cutting into the floor slab. Details of mechanical and electrical requirements.
4. Final Fixture Plan (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \)) and final details, including sections, elevations, and finishes for all store fixtures.
5. Final Storefront Elevation and Sections (scale 1:20 or \( 1/2'' = 1'-0'' \ )) showing the storefront relationship with the Lease line and the Landlord’s construction elements. Indicate door sizes, construction details, type and direction of opening. Submit a complete storefront elevation in full colour, including signage. Submit shop drawings of glazing, including complete sections and details through storefront bulkhead sufficient for construction, showing the relationship between the Tenant’s ceiling and the base building bulkhead and structural support details if suspended from above. Detail sections through floor track assemblies for sliding doors. Indicate the method of connection to ceilings, blocking and framing members. Provide details for all structural supports. Specify all storefront finishes, materials and colours.
6. Final Details of Storefront Signs (scale 1:10 or \( 1'' = 1'-0'' \ )), elevation and section views, letter style and size of all graphics form Submission Step I. Detail dimensioned location on bulkhead and lighting requirements; all colours and materials, methods and colours of illumination and wattage requirements, complete mounting details. Proposed signage is to be presented for review on a Manufacturer’s Shop Drawing.
7. Final Menu boards indicating all materials and graphics shall be submitted for the Landlord’s approval.
8. Two complete Sample Boards - if samples are different from the ones submitted with the preliminary drawings (size not to exceed 216 mm x 356 mm [8 ½'' x 14'']). Colour and material samples must be firmly affixed to the illustration board and labeled complete with fire ratings to suit the City of Toronto code requirements. All samples shall be identified and cross-referenced with the plans as part of the submission package. No plans will be approved without a sample board.
9. Reflected Ceiling/lighting Plan (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ )), indicating ceiling materials and suspension system, various heights, location of all light fixtures, their manufacturer’s name and catalogue cut sheets, lamps to be used and mounting details (recessed, surface, etc). general pattern, grills, diffusers, speakers, sprinkler heads, caves, recesses and access panels. Specify ceiling material by name, thickness and colour, as well as fire rating if required by Code.
10. Interior Elevations (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ )). Specify wall and fixture finishes. Indicate colours and materials counter referenced with the sample board.
11. Interior Details and Sections, sufficient for construction - (Scale 1:10 or \( 3'' = 1'-0'' \ )) Details showing method of connecting, blocking, framing and mounting of the store fixtures and signs.
12. Interior Finish Schedule

Mechanical

4 sets of drawings (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ ) ), Specifications, and digital plans in AutoCAD2000® format with any required XREF, CTB, and font files also included.

All Tenants will be required to retain the services of a mechanical consultant for the preparation of their mechanical plans. All Tenants will be encouraged to employ the services of the Base Building’s consultants.

1. Demolition Drawings (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ )),
2. H.V.A.C. Layout (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ )
Plans and specifications complete with detailed ductwork layout, showing all duct sizes; location of all equipment, dampers, grills, diffusers, thermostats, access doors, other equipment, if required, and air quantities required at each diffuser.
3. Plumbing Layout (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ )
Plans and specification indicating all equipment, piping runs for drains, vents and water supply, and the location of valves, clean-outs, grease traps and other special or specific requirements. Indicate location of water and gas meters.
4. Sprinkler layout (scale 1:50 or \( \frac{1}{4}'' = 1'-0'' \ ))
A dimensioned layout of the sprinkler piping and size indicating all sprinkler heads new and relocated.
Electrical

4 sets of drawings (scale 1:50 or ¼" = 1'-0"), Specifications, and digital plans in AutoCAD2000® format with any required XREF, CTB, and font files also included.

All Tenants will be required to retain the services of an electrical consultant for the preparation of their electrical plans. All Tenants will be encouraged to employ the services of the Base Building’s consultants.

1. Demolition Drawing (scale 1:50 or ¼" = 1'-0")
2. Electrical Plan (scale 1:50 or ¼" = 1'-0")
   Size and location of transformer (if required), panel location, wiring and circuit diagram. Panel schedule indicating the total connected load, and demand checkmeter (specifications as per “Schedule C” of the Lease Agreement). An electrical equipment and fixtures list indicating wattage of each item (i.e. total connected load, calculated foot-candle values). Wiring schematic diagram showing distribution to all equipment, indicating load generated by this equipment.
3. Reflected Ceiling Plan (scale 1:50 or ¼" = 1'-0")
   Locate light fixtures, including night, emergency and exit light fixtures. Specify size, wattage, type and mounting. Locate all life safety devices including speakers, pull stations, smoke detectors, heat detectors, and sprinklers.

Structural

3 Sets of drawings and Specifications:
Tenants shall provide Landlord with any additional structural loads imposed on the mall building which includes but is not limited to any floor penetrations, sizes and weights of equipment for Landlord approval. Tenant will be back charged for engineering services that require investigation of loads above and beyond the Tenant’s allowable loads.

4.5 Final Review and Approval Process [Step 3]

1. Tenant shall continue to submit unapproved documentation to Landlord until final approval is given.
2. Tenant must submit to the Landlord their contractor’s signed copy of “Guidelines for Tenant Improvements” certifying that it has been read and understood by the Tenant and its representatives (consultants, contractor) prior to the commencement of any construction.

4.6 Permit Submissions

1. The Tenant may submit drawings to the local building authority for Permit prior to Landlord approval of drawings. The Tenant shall forward all comments from the building authority to the Landlord for its review. Any change made during Landlord review can be submitted to the local building authority subsequently.
2. Upon receipt of the Building Permit, the Tenant shall forward one (1) copy of the Permit to the Landlord’s Tenant Coordinator.
3. It is the Tenant’s responsibility to advise and have the premises inspected by the Building, Plumbing and HVAC inspectors.
4. Design to conform with regional smoking By-Law.
5. Tenant is to insure the closing of all permits by the City of Toronto and is to obtain the inspector’s signature confirming such closures by signing the form provided for.
5.1 Commencement of Tenant Construction

The Tenant is required to engage its own contractors for the purpose of carrying out leasehold improvement work. The Tenant must carry out all construction work in strict accordance with the Approved Drawings. Likewise, the Tenant’s design and construction work must comply with all applicable laws, by-laws, codes and regulations.

It is the Tenant’s responsibility to ensure that its Contractor(s) observe and comply with all applicable construction safety regulations including, but not limited to O.H.&S. and W.H.M.I.S. requirements.

The Tenant shall engage, at the Tenant’s expense, the Landlord’s pre-approved contractors, for any mechanical, electrical, sprinkler, fire alarm, controls and balancing modifications or additions to the base building systems.

The Tenant’s contractor may be issued revisions to the documents outlining regulations and procedures for the Tenant’s contractors and subcontractors on the job site from time to time, as site conditions warrant it.

5.1.A Construction may proceed only after the Tenant has complied with the following:

a. The Tenant’s Lease for the Premises has been executed.
b. The Tenant’s final issued for construction documents (including, without limitation, drawings, specifications and manuals) have been approved in writing by the Landlord.
c. The Tenant has submitted a copy of the contract with each and every one of the Tenant’s Contractors;
d. The Tenant has submitted a “Construction Deposit” based on 3% of the value of construction (minimum $1,000 and maximum $10,000);
e. The Tenant has provided acceptable evidence of insurance as per the Lease and this Manual, naming the Landlord and Property Manager as additional insured;
f. The Landlord shall issue verbal or written notice to the Tenant advising that all the conditions prerequisite to the commencement of Tenant’s Work have been complied with to the satisfaction of the Landlord provided such notice is without prejudice to any right or remedy available to the Landlord.

5.1.B Construction may proceed only after the Tenant Contractor has complied with the following:

a. Provided copy of application and issued building permit(s);
b. Posted all required permits on site;
c. Made available at the Leased Premises, a set of prints of the Landlord Approved Drawings and building permit drawings for the duration of the construction period for reference by the Landlord’s and City Building Department authorized representatives;
d. Provided acceptable evidence of insurance for self and all sub-contractors (unless provided by the Tenant) to the Landlord, naming the sub-contractors, Landlord & the Manager as additional insured;
e. Submitted Notice of Project for the Tenant’s Work (for projects over $50,000);
f. Submitted a construction schedule;
g. Submitted valid certificate from Worker’s Safety & Insurance Board;
h. Submitted copies of Addenda;
i. Provided a list of subcontractors indicating contact names and telephone numbers for after hour emergency use;
j. Submitted Form 3 signed;
k. Submitted completed Building Access Form from the Building Operations and Security Centre, prior to the commencement of work.

5.2 Procedures During Construction

5.2.A Contractor is to submit to the Tenant Coordinator during construction:

a. Copies of all site-meeting minutes.
b. Copies of all contemplated changes to the Tenant’s Work at time of issuance to Tenant’s Contractors.
c. Copies of all site visit reports by the Tenant’s Consultants.
d. Copies of all site reports from authorities having jurisdiction.
5.2.B Inspection of Tenant Premises as required

a. The Landlord and its Agents, Architects, Engineers and Consultants shall have unlimited access to the Tenant’s premises for the purpose of inspecting the Tenant Work in progress. The Landlord or its consultants may note deficiencies in the Tenant work, which shall be corrected by the Tenant immediately.

b. After completion of Tenant work an inspection shall be made between the Landlord’s representatives and the Tenant for both Tenant and surrounding areas. Deficiencies noted by Landlord regarding tenant work will be corrected prior to the removal of the hoarding. Any damages caused by the Tenant’s Contractor to adjacent areas in the execution of the Tenant work shall be repaired by the Landlord’s Contractor at the Tenant’s expense.

5.2.C Hoarding

a. Tenant construction site must be hoarded and secured to prevent excess noise and dust proliferation, subject to The Manager’s approval and at the Tenant’s expense.

b. The hoarding must be positioned maximum 3’ beyond the lease line built of gypsum, full height, taped, sanded and painted, complete with black vinyl base.

c. Finished door(s) must swing into the space.

d. The hoarding must be dust-proof, with no visible plastic. The top of the hoarding should be closed off with vinyl or plastic.

e. A key to the secured hoarding must be supplied to management and security to allow access to the premises at all times for the entire duration of the construction.

1. Upon completion of the construction the Tenant/Tenant Contractor will submit the following closing documentation:

   Prior to opening for business:
   b. Proof of publication in the Daily Commercial News or Certificate of Last Supply from all of the Trade Contractors.
   c. Confirmation from the Tenant that all electrical panels have been tagged and circuit directories updated.
   d. Verification report of fire alarm devices.
   e. Material & Test certificates from the Tenant’s Contractors for sprinkler and standpipe work.
   f. Copy of consultant’s approved air balancing report prepared by contractor from Landlord’s approved list.
   g. Final Electrical Safety Authority certificate of inspection.
   h. Verification of all required meter installations.
   i. Final Engineers’ and architects’/designers’ inspection reports.

2. Within 60 days of opening for business:

   a. Complete set of “As Built” drawings (hard copy and AutoCAD - most current version) approved by Tenant’s Consultants.
   b. Hard copy of permit drawings.
   c. Proof of closing of permits. Copy of “Inspection Status Letter” from Customer Service of the City of Toronto Building Division, indicating that the project has been “completed substantially in accordance with plans issued with the permit(s)” and providing completion dates.
   d. Executed statutory declaration from the Tenant and the Tenant’s Contractors stating that all monies owing to their suppliers and subcontractors have been paid and that no liens have been registered against the Landlord’s property.
   e. Valid WSIB Certificate from the Tenant’s Contractors.
   f. Proof of maintenance agreements for Tenant’s supplementary equipment (HVAC, Life Safety, etc.)
   g. Operations & maintenance manuals divisions 1 to 16.

A deficiency inspection will be carried out upon completion of the installations. Please schedule such inspection with the Project Manager at least 48 hours prior to Opening for Business.
5.4 Tenant and Contractor’s Acknowledgement Form

The undersigned or those acting on his behalf have read this rules and regulations governing construction and agree to abide by the same in performance of the work required in the tenant space.

Accepted and agreed this ____ day of _______ ______

By: ________________________________________________
   Tenant

Accepted and agreed this ____ day of _______ ______

By: ________________________________________________
   Contractor

Retail Tenancy:_____________________________________

Name/Title:_______________________________________

Address:__________________________________________

Telephone:________________________________________

Facsimile:________________________________________
Form 3
Construction Lien Act, 1990

NOTICE TO CONTRACTOR UNDER SUBSECTION 19(1) OF THE ACT

To: ____________________________________________________ ("Contractor")

Re: ____________________________________________________ ("Premises")

FROM: FIRST PLACE TOWER BROOKFIELD PROPERTIES INC, called the Landlord
of 1 First Canadian Place, 100 King Street West, Toronto, Ontario, M5X 1B5.

The Landlord & Property Manager of the Premises assumes no responsibility for the
improvement to be made by you under a contract dated _________________ (insert date)
between you and ___________________________________________
("Tenant Legal Name").

Date: _____________________________

Brookfield Properties (IP) Inc., acting on behalf of itself and as the authorized agent for
the Landlord.

By: __________________________________________________________

I/we have authority to bind the corporation

The Contractor acknowledges and agrees to the contents of this notice:

Dated: __________________________________________________

By: ___________________________________________________

Name: ___________________________________________________

Title: ___________________________________________________

I have the authority to bind the Contractor
### 8.1 Revisions Contained in this Document

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>REVISED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>May 27, 2011</td>
<td>Interior Lighting Requirements, page 10</td>
<td>Anna Nagel</td>
</tr>
</tbody>
</table>