

LANDLORD'S LETTER OF INSTRUCTIONS TO CHANGE LOCKS

To: Shortridge and Associates Limited
Suite 126, 1111 – 6 Avenue S.W. Calgary T2P 5M5
Telephone: 403-237-5468, Fax: 403-263-7313
E-mail: allied.shortridge@shaw.ca
John Shortridge: Cell: (403) 560-9406, E-mail: seizure@shaw.ca

Name of Landlord(s) _____

Name of Tenant(s) _____

Address of Tenant(s) _____

Request to change locks at _____

Please attach a copy of your lease and redemption letter.

We hereby indemnify Shortridge and Associates Limited in respect of its fees, charges and disbursements and any claims for damages that might be incurred in respect of any function or duty carried out in changing locks in common law or any other act during the term of this agreement. This indemnity does not extend to any proven liability arising from the negligence of willful misconduct of Shortridge and Associates Limited. Should litigation occur the Customer agrees to provide further indemnities and bonds and to provide or fund any legal representation required by Shortridge and the cost of legal action against Shortridge. The Customer agrees to pay all solicitor-client costs of Shortridge should the Customer default in paying any costs arising from this agreement. We authorize Shortridge and Associates Limited to act as our agent to perform the necessary searches and to complete any documentation necessary in this matter.

Customer Name _____

Customer Address _____

Contact Person _____ E-mail _____

Telephone number _____ Fax Number _____

Signature _____ Date _____