

LETTER OF INSTRUCTIONS FOR ENFORCEMENT OF A COURT ORDER / FORECLOSURE / EVICTION

To: Allied-Shortridge Civil Enforcement Agency Inc.
126, 1111 – 6th 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 Occupant(s) _____

Address of Occupant(s) _____

Please serve the Court Order and circle one of the following:

- 1) Allow the tenant ____ hours to move (24 hours is the standard)
- 2) Change the locks immediately
- 3) Do you want Allied at arrange for a locksmith _____

Property or Resident Managers name _____

Property or Resident Managers telephone number _____

Please attach a filed copy of the Court Order and Affidavit of Service.

We hereby indemnify Allied Shortridge Civil Enforcement Agency Inc. 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 under the Civil Enforcement Act, Alberta Rules of Court and any other act during the term of this agreement. This indemnity does not extend to any liability arising from the negligence of willful misconduct of Allied Shortridge Civil Enforcement Agency Inc. Should litigation occur the Customer agrees to provide further indemnities and bonds and to provide or fund any legal representation required by Allied and the cost of legal action against Allied. The Customer agrees to pay all solicitor-client costs of Allied should the Customer default in paying any costs arising from this agreement. We authorize Allied Shortridge Civil Enforcement Agency Inc. to act as our agent to perform the necessary searches and to complete any documentation necessary and to receive any documentation in this matter.

Customer Name _____

Customer Address _____

Contact Person _____ E-mail _____

Telephone number _____ Fax Number _____

Signature _____ Date _____