

## LANDLORD'S LETTER OF INSTRUCTION FOR SEIZURE

To: Allied Shortridge Civil Enforcement Agency Inc.  
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) \_\_\_\_\_

Amount of arrears \$ \_\_\_\_\_ Monthly rent \$ \_\_\_\_\_

Specific asset to be seized (if any, ie vehicle)

\_\_\_\_\_

Seized assets are to be (select one): a) to be removed at time of seizure  
b) left on a Bailee's Undertaking

Please attach a copy of your lease.

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 Residential Tenancies Act, Residential Tenancies Ministerial Regulations, Civil Enforcement Act, Personal Property Security Act or 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 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 Shortridge 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 for seizure to be effected in this matter.

Customer Name \_\_\_\_\_

Customer Address \_\_\_\_\_

Contact Person \_\_\_\_\_ E-mail \_\_\_\_\_

Telephone number \_\_\_\_\_ Fax Number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_