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| **From:** | Sylvia Maloney |
| **To:** | Connie McDonald |
| **Subject:** | re: File # 15.136.003J 13 008021 |
| **Date:** | August 14, 2013 12:17:57 PM |
| **Attachments:** | Salt bylaw complaint 106.7 CC.docx |

Hi Connie:

Please see the attached letter sent to the tenant at 7 Christopher court unit 106 today.

Regards,

Sylvia Maloney, A.I.H.M.
Property Manager
Guelph Non-Profit Housing Corporation
138 Wyndham Street North
Guelph, ON N1H 4E8
T 519.766.1022 x 4410
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E sylviama@gnphc.on.ca

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Guelph Non-Profit Housing Corporation

Office Hours: 8:30 am to 4:30 pm
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138 Wyndham Street North
Guelph ON N1H 4E8

August 14, 2013

Ms. Jazmin Salt
106-7 Christopher Court
Guelph, ON N1G 4V6

**Re: By-Enforcement Complaint 13 008021, File No. 15.136.003J**

Dear Jazmin:

As per our conversation, I have enclosed a copy of the letter we received from the City of Guelph Bylaw office with regards to a complaint they followed up on August 4, 2013.

It appears that a fine was issued to a guest of your unit.

Please note that as per your lease agreement, you are responsible for the actions of your visitors.

During our conversation you confirmed that you were not aware of this. You further stated that you would look into this further as a family member was looking after your unit for you on this date.

We appreciate your co-operation in ensuring that this does not re-occur.

If you wish to discuss this matter further please feel free to call me at x 4410.

Yours truly,

Sylvia Maloney, A.I.H.M.
Property Manager
cc. Bylaw Enforcement Office by fax