

150 King Street West
TENANT WELCOME MANUAL 2023

Welcome to 150 King Street West

This is your “Tenant Welcome Manual” designed to provide you with most of the information you need to know about your new office location!

Everything from what’s in the building to community information, safety and security to emergency procedures, this Tenant Welcome Manual is your resource for 150 King Street West. Please keep your Tenant Welcome Manual handy (at your workstation), to use as a resource. Updates will occasionally be provided and can be inserted into the appropriate section.

Again, welcome to 150 King Street West!

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SECTION 1
GENERAL BUILDING INFORMATION

EMERGENCY PHONE NUMBERS

Ambulance	911
Fire	911
Police (Emergency).....	911
Toronto Police	416-808-2222
Management Office.....	416-977-4397

Nearest Hospital:	
Mount Sinai Hospital	
600 University Ave. - Main Line:	416-596-4200
Nearest Medical Walk- In Clinic:	
Royal Bank Plaza – MCI Medical Clinics – The Doctor’s Office	
200 Bay St – Lower Concourse Level.....	416-368-6787
Poison Information Centres.....	416-813-5900
Distress Line	416-408-4357

In a medical emergency, direct the ambulance, physician or paramedics to the front entrance of the building. Alert Building Personnel of the nature and location of the emergency. Have somebody waiting in the elevator lobby of the floor of the emergency and when emergency services arrive, Security will be able to quickly escort them to the emergency situation.

Utilities and Other Important Services:

Toronto Water	311
Enbridge Gas	1-877-362-7434
Toronto Hydro	416-542-8000
City of Toronto.....	311
Animal Services	416-338-7297

BUILDING MANAGEMENT OFFICE



The BentallGreenOak Management Office is located on the Ground Floor 150 King Street West.

Office Hours:

8:30 am to 5:00 pm
Monday to Friday

Telephone.....416-977-4397
Fax416-977-5545
Emergency Number.....416-585-9484

Building Management:

Marcie Sherwood, General Manager.....416-205-8252
marcie.sherwood@bentallgreenoak.com
Steve Ellis, Operations Manager.....416-205-4701
steve.ellis@bentallgreenoak.com
Sean Dawson, Assistant Property Manager.....416-205-4714
sean.dawson@bentallgreenoak.com
Loriedelle Addun, Property Administrator.....416-205-4713
loredielle.addun@bentallgreenoak.com
Aleksia Gjoka, Property Administrator.....416-205-4711
aleksia.gjoka@bentallgreenoak.com
Jamie Fabia, Administrative Assistant416-977-4397
150kingwest@bentallgreenoak.com
Mohamed Arale, Manager Security Services ..416-205-4705
mohamed.arale@bentallgreenoak.com
Mircea Salapa, Operations Supervisor416-205-4704
Mircea.Salapa@bentallgreenoak.com
Security Lobby Desk416-205-4708
Security Control Centre416-205-470
Shipping & Receiving416-205-4709
Housekeeping Services416-205-4712

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BUILDING ADDRESS



BentallGreenOak
150 King Street West,
Suite 101, P.O. Box 77
Toronto, Ontario M5H 1J9

BUILDING HOURS OF OPERATION



General Building Access:

7:00 am to 6:00 pm Monday to Friday
(includes lobby doors and elevators)

A card programmed for “24 hour access” is required for entry to the building and tenant space at all other times.

Security:

24 hrs, 7 days a week, 365 days a year

Parking Facilities:

24 hours, 7 days a week, 365 days a year

HOLIDAY SCHEDULE



150 King Street West observes all the Ontario Statutory Holidays.
Access Control is in effect 24 hours.

MAIL SERVICE



Full-service post offices are located at:


First Canadian Place..... 100 King Street West
TD Centre.....66 Wellington St West

Mailbox located just outside of 150 King West’s northeast corner at King & York


Please Note: 150 King Street West has a mail chute in the Post Office Box Room located off the main lobby next to the doors leading into Shipping & Receiving.

For other locations visit www.canadapost.ca

COURIER SERVICES

 1-800-GO-FEDEX
Drop box located at.....100 Simcoe Street
Monday - Friday Last pick up 5:00 pm

For other locations visit www.fedex.com

 1-888-SHIP-123
Drop box located at..... 173 King St. W (St Andrew Subway)
Monday – Friday Last pick up 6:30 pm

Shipping Centre416-363-8385
335 Bay Street (corner Bay & Adelaide)

Monday – Friday 8:00 am – 9:00 pm

For other locations visit www.purolator.com

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..... 1-800-PICK-UPS
Drop box located at.....145 Wellington St. W
Last pick up 5:00 pm Monday – Friday

UPS Retail Store100 King Street West (First Canadian Place)
Monday – Friday 8:00 am – 8:00 pm

For other locations visit www.ups.com/canada

Local Courier Service

M.S.C. Courier416-856-6301
Same Day & Overnight

WELLNESS AT WORK

Tenants of 150 King West can enjoy direct access to the wellness facility located on P1. Wellness at Work offers:

- Bicycle Parking
- Change Rooms, showers and day lockers
- Steam rooms
- 2500 sq. ft. yoga/flex studio (exercise on your own or join a fitness class)
- Fitness equipment (treadmills, elliptical, rowing machines, multi-functional, trainer, air runner, boxing station and indoor cycles)

Hours of operation are Monday to Friday, 6am-8pm. The annual membership fee is \$200.00

To join tenants, have to complete an Amenities Area Membership form. Access will be added to the card once you have registered, and your application is processed.

Please note that this facility is exclusive to tenants and not open to the general public.

For more information please visit <http://150kingwest.ca/amenities/> or contact the management office.

SMOKE FREE ENVIRONMENT



150 King West provides a safe and comfortable environment for all tenants. There is a smoke free policy throughout the building including all common areas such as elevator lobbies, building entrances, rest rooms, stairwells, and elevators.

The building's non-smoking zone extends to 20 feet away from all building entrances.

For more information, please refer to the City of Toronto website at:

<http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=5cfb62ca69902410VgnVCM10000071d60f89RCRD>

Recycling and Waste Removal



At 150 King West, we are firmly committed to the environment and have implemented a Centralized Waste System to reflect this commitment. With Centralized Waste Stations, we can learn how to better sort our waste, keep recyclables out of landfills, and reduce the environmental footprint of our buildings, while improving sustainability, health & safety, and cleaning services. Rather than each desk having its own waste and recycling bins, Centralized Waste entails sorting and disposing of your waste and recycling in strategically placed sorting station throughout your office space. The goal is to capture more recyclable materials and decrease what goes into a landfill.

RECYCLABLE ITEMS DISPOSAL

- Please rinse containers to remove residue.
- Put shredded material in clear bags, then place in proper recycle bins.

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The following materials **can** be placed in the recycling sections:

Containers – Plastics and Bottles: *Please rinse containers before putting in bin.*

- Aluminum/steel cans
- Glass bottles
- Plastic water bottles
- Tetra pack/yogurt containers

Paper:

- Newspaper
- Office paper
- Envelopes
- Box board/toilet paper roll

The following materials **cannot** be placed in the recycle sections:

Paper:

- Paper towel/paper tissue
- Coffee cups or pods

Containers – Plastics and Bottles

- Styrofoam
- Black plastic containers

GARBAGE/LANDFILL DISPOSAL

The following materials **can** be placed in the garbage/landfill section:

- Coffee cups or pods
- Styrofoam
- Disposable food packaging
- Paper towel/paper tissue

The following materials **cannot** be placed in the garbage/landfill sections:

- Vegetables and fruit
- Plastic containers/newspaper

ORGANICS

The following materials can be placed in your organics bin:

- Fruits & vegetables
- Leftover plate scrapings
- Meat, fish & bones
- Bread & grains
- Eggs & dairy
- Coffee & tea
- Napkins & paper
- Plants & wood
- Compostable dishware

The following materials cannot be placed in the organics bin:
(these items do not break down and cannot be turned into compost):

- Plastic wrap, baggies, sandwich bags
- Plastics such as food containers (e.g. yogurt or margarine tubs), cutlery
- Plastic bags
- Styrofoam, meat tray liners
- Polystyrene Foam
- Foil; Wax paper
- Artificial flowers and plants
- Cigarette butts, tobacco
- Gum
- Personal Hygiene Products
- Straws; Condiment Packets
- Rocks; Bricks
- Glass
- Fryer oiler
- Utensils

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PLEASE NOTE: Cardboard boxes will be picked up by the building cleaners; however, cardboard boxes that have not been flattened will not be collected.

RECYCLING – E-WASTE

Eligible collection items include computers, hard drives, cell phones, phones, TVs, radios, printers, scanners and any electronic device with a plug. A list of materials and additional information can be found at <http://recycleyourelectronics.ca/what-can-be-recycled/>. Please be sure to clear all personal information from devices before depositing them within the collection bin at the loading dock. The loading dock is open from 7:00AM to 5:00PM, Monday to Friday.

(Please note that Confidential Information should be disposed of in accordance with your company's Privacy Code).

You can make a difference minimizing waste...it's this easy!

PARKING GENERAL INFORMATION



Tenants of 150 King Street West are provided with parking on a month-to-month basis in accordance with the provisions set out in their lease. Please contact Lisa Yee of Reef Parking at lisa.yee@reefparking.com or call her at 437-488-4833 to set up parking. The parking garage can be accessed 24 hours a day, 7 days a week. The parking garage entrance is located at the back of the building on Pearl St. (north on York St one block north of King Street). Handicapped parking is available.

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PAID PUBLIC PARKING & PARKING ACCESS CARDS

The parking garage at 150 King Street West is open to the public for transient public paid parking. The garage and elevator lobby hours are from 6:00AM to 8:00PM, Monday to Friday. During these times, the gate arms will be raised and the garage doors will open upon approach. The parking shuttle elevator lobbies will be accessible during these times.

Card readers remain functional after-hours, and security buzzers are available for assistance or access.

Daily and short-term parkers may use the machines in the parking shuttle elevator lobbies or online/mobile to pay. The most up-to-date daily rates can be found posted in the parking lobbies.

PARKING REGULATIONS



Security enforces all parking by-laws and regulations. Please email Lisa Yee of Reef Parking at lisa.yee@reefparking.com to request or cancel parking access cards for your employees or for general inquiries.

Also, please note that any cars found illegally parked in reserved areas, not parked properly, blocking other vehicles, or access, will be tagged and/or towed at the owner's expense.

There is no overnight parking at 150 King Street West. If your vehicle will remain in the parking lot overnight please advise the Management Office prior to leaving your vehicle. Vehicles left without prior approval will be tagged and/or towed at the owner's expense.

Please advise couriers and delivery personnel to enter through Shipping & Receiving area located at the rear of 150 King Street West. (They run the risk of a traffic ticket if they leave their vehicles on the street or improperly parked.)

SECTION 2 BUILDING OPERATIONS

LIGHTING/AFTER HOURS HVAC REQUESTS

If you require lights to be left on after regular business hours, you can either contact Security or complete and forward to the property management office a “Request for After-Hours Services form” indicating a lighting request. For energy conservation, when leaving the premises, please advise Security.

After hours HVAC (heating, ventilation, & air conditioning) can be arranged by submitting a “Request for After-Hours Services form” and indicating a HVAC request. For this extra service, tenants will be charge at a rate of \$27.27 per hour, per floor + 15% administration fee.

PERFORMANCE STANDARDS



The indoor air comfort control system at 150 King Street West is designed to provide space temperatures of between 22 degrees Celsius in winter and 24 degrees Celsius in summer. Should you experience your work area to be overly warm or cold, please contact your internal Tenant Representative to arrange to have a building operator adjust the space temperature.

[Please note that during the summer, it is advisable and environmentally friendly to keep window blinds slanted (down on a 45-degree angle) in order to prevent excessive heat gain from the sun]

CLIKFIX



ClikFIX is BentallGreenOak's central tenant service contact centre. It is built on a technology platform that provides both an extended hours service request team and a 24 x 7 Web Self-Serve portal.

Since all routine activities are handled according to the property manager's (and tenant's) specific decision rules, service through **ClikFIX** is consistent with the tenant's expectations irrespective of the time of day or the type of contact. Requests to ClikFIX can be made by phone at 1-866-ClikFIX (254-5349) or on-line at www.clikfix.com or by email at service@ClikFIX.com.

SECTION 3 SAFETY AND SECURITY

416-205-4707

AFTER HOUR SECURITY



150 King Street West provides after hours Security Personnel 24/7. The Security Control Centre is located on the corridor to the loading dock.

BUILDING ACCESS CARDS



Building access cards, programmed for 150 King Street West, are available through the management office. Tenants must complete a pass card application and either hand deliver or fax the form to the management office at 416-977-5545. The pass card application will be given to Security System Administrator to process.

Tenant security and building security significantly depends on the proper use of these access cards. Any lost, stolen, or defective cards should be reported immediately to your internal Tenant Representative.

AFTER HOURS VISITOR ACCESS



If you are expecting visitors to your area after hours, you will be required to meet them on the ground floor and escort them to your office space. Visitors are required to sign in and out at the Security lobby desk. Tenants are advised to contact the management office to arrange after hours building access. Please make arrangements to have all visitors meet you on the ground floor after business hours.

LOSS OF KEYS/ACCESS CARDS



In the event that you lose a key or an access card, please inform your Tenant Representative. Your Tenant Representative will need to notify the Building Management Office and submit a pass card application to have a new pass card made. There is a lost pass card fee of \$25.00 for cards that have been lost, stolen, or misplaced. A locksmith can be called in to rekey the lockset and issue new keys at the tenant's expense once the Building Management receives a written request to do so.

SECURITY ESCORT SERVICE



For the safety and comfort of our tenants, Security offers an "escort service" to the parking garage. Any tenants that require an escort can request this service by calling Security at 416-205-4707. Please allow approximately ten to fifteen minutes for a security officer to arrive.

SECURITY RECOMMENDATIONS



1. When parking your vehicle, ensure that it is locked, and that no valuables are visible in your vehicle.
2. Encourage a “clean desk” policy in your office. Lock up all valuables when not in use. Remove from sight, or take home, “laptop” computers – DO NOT leave them in their docking station.
3. Never permit strangers to freely wander through your office space.
4. Question strangers on your floor and offer assistance. If they behave suspiciously, call security for assistance immediately.
5. Consider using a “buddy system” to get to your vehicle after hours. If you are by yourself, consider a security escort to your vehicle.
6. Never allow anyone to access with you into the building or on the elevators after hours, unless known. Report anyone suspicious to security immediately.
7. Report any lost or stolen access cards to the management office or security immediately so they can be deactivated.
8. Report any thefts, threats, and suspicious or criminal activity to security immediately.
9. Ensure that your work area is never left unlocked when unoccupied. Assign individuals to lock appropriate doors at the end of the business day.

SECTION 4 EMERGENCY PROCEDURES

OCCUPANT EMERGENCY PROCEDURES



This section applies to occupants (employees and/or general public) who are inside the building during an emergency.

Upon Discovery of Smoke or Fire

1. Leave the fire area immediately.
2. Close all doors behind you.
3. Sound the fire alarm by activating the nearest manual pull station.
4. Telephone the Fire Department by calling 911 or advise Security. Never assume that this has been done.
5. Give the correct address of the building – 150 King Street West, Toronto, ON, floor, the location of the fire and your name.
6. Use exit stairwells to evacuate the building. DO NOT USE ELEVATORS.
7. If you discover a locked exit with “Emergency Exit Unlocked by Fire Alarm” signage on the door, activate the fire alarm pull station adjacent to the door to release the lock.
8. DO NOT return until it is declared SAFE to do so by the Fire Department.

Upon Hearing an Evacuation Signal

1. Proceed to the nearest exit stairway and exit the building via the designated exit routes, walk in an orderly fashion.
2. Before opening any door, feel door and door knob for heat. If not hot, brace yourself against the door and open it carefully. If you see smoke, feel air pressure or a hot draft, close door quickly and proceed to an alternate exit.
3. Leave building using the exit stairway. **DO NOT USE ELEVATORS.**
4. If you discover a locked exit with "Emergency Exit Unlocked by Fire Alarm" signage on the door, activate the fire alarm pull station adjacent to the door to release the lock.
5. If there are occupants who are visiting your place of employment who may not be familiar with the Emergency Procedures and exit routes, assist them in exiting the building.
6. **DO NOT** return until it is declared safe to do so by the Fire Department.

Upon Hearing an Alert Signal

1. Prepare to leave building via the designated exit routes. This signal indicates a potential fire condition somewhere in the building.
2. Stand by for instructions from the Chief Fire Warden.
3. If instructions indicate or situation warrants that an evacuation is necessary, close door behind you and leave via the nearest exit stairwell.

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4. If you encounter smoke in the corridor consider taking an alternate exit. If you encounter smoke in the stairwell, go to a crossover floor (5 or 6) and use an alternate stairwell or return to your suite.
5. If you discover a locked exit with “Emergency Exit Unlocked by Fire Alarm” signage on the door, activate the fire alarm pull station adjacent to the door to release the lock.

IF YOU CANNOT LEAVE YOUR SUITE OR HAVE RETURNED TO IT BECAUSE OF FIRE OR HEAVY SMOKE, REMAIN IN THE SUITE AND:

1. Close the door.
2. Unlock the door for possible entry by firefighters.
3. Dial 911 and tell the Toronto Fire Department the address of the building (150 King Street West) and the tower and floor you are on.
4. Seal all cracks where smoke can get in.
5. Keep low to the floor if smoke enters the room.
6. Move to the most protected area.
7. Wait to be rescued. Remain calm. Do not panic or jump.
8. Listen for instructions or information given by authorized personnel.

IF YOU ENCOUNTER A LOCKED EXIT WITH “EMERGENCY EXIT UNLOCKED BY FIRE ALARM” SIGNAGE ON THE DOOR.

1. Activate the manual fire alarm pull station adjacent to the door to release the lock.

2. Proceed with emergency exit procedures.

Occupant Responsibilities



Occupants Will:

1. Control Fire hazards.
2. Not put burning materials such as cigarettes or ashes into garbage cans.
3. Not dispose of flammable liquids or aerosol cans in garbage cans.
4. Not use unsafe electrical appliances, frayed extension cords, overload outlets or lamp wire for permanent wiring.
5. Not smoke inside building premises.
6. Know where the fire alarm pull stations and exits are located.
7. Maintain access to portable extinguishers and other fire protection equipment.
8. Know the Floor Warden and Deputy Wardens in your area.
9. Ensure that electrically powered equipment is shut off at closing time.
10. Call the local Fire Department immediately at 911 or Security whenever you need assistance.
11. Know the correct building address: 150 King Street West and floor you are on.
12. Know the audible fire alarm signals and the procedures established to implement safe evacuation

13. Report any condition which may be a fire hazard to the Floor Warden or Deputy Warden for your area and know how to release locking devices.

FIRE DRILLS



In accordance with the Ontario Fire Code, the building is required to hold Fire Warden Meetings, for the “Fire and Life Safety” education of tenants and staff. Fire drills for participation by Fire Wardens and tenants are held periodically throughout the year so that all tenants are able to experience one evacuation per year. Letters will be sent to all Fire Wardens and your Tenant Representative outlining times and dates of these drills.

Fire Drill Instructions

1. The Fire Alarm will sound at the designated time and date. An announcement will be made immediately prior to the alarm and announcements will continue during the drill.
2. Fire Wardens are to put on their identifying vests/arm bands/hard hats supplied by the Management Office and instruct all occupants in the assigned area to proceed to the nearest stairwell exit in an orderly manner. **DO NOT USE ELEVATORS.**
3. Enter the stairwell and proceed to the ground level exit of the stairwell and leave the building. In the interest of everyone’s safety:

DO NOT RUN DOWN THE STAIRS
DO NOT BLOCK THE STAIRWELL
DO NOT REVERSE DIRECTION
CONTINUE TO DESCEND STAIRS

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4. All participants must continue to descend the stairs and evacuate the building. Move away from the building (30 metres) to the designated evacuation area (refer to the Warden's Procedures Manual). Do not congregate directly outside the building.
5. Do not impair pedestrian or vehicular traffic around the building. Your designated evacuation area should be safe for you and those around you.
6. Do not re-enter the building until directed by security personnel.

MEDICAL EMERGENCY



1. **DO NOT** move the person. If necessary, if you have been trained, and the person gives consent, administer first aid.
2. Call for an Ambulance. Dial 911. Tell them your address: 150 King Street West, and the floor you are on and direct the medical team to the front door. You may be asked to describe the condition of the victim.
3. While awaiting medical help, keep the person warm and comfortable.
4. Call Building Security at 416-205-4707. They will ensure an elevator is ready for the emergency medical team and escort them to the medical emergency.
5. If a private physician has been called, please let Security know and the doctor will be escorted to your office.
6. Post one person at the elevator lobby on your floor to lead the medical team to the person in distress.

7. An automated external defibrillator is located in the Security Control Centre on the ground floor of 150 King Street West. The phone number is 416-205-4707.



EARTHQUAKE

During an Earthquake

In the unlikely event of an earthquake, there are several things you should remember that will reduce your personal risk. If you feel a tremor:

1. Remain calm and reassure others.
2. Get under a strong table or desk to protect yourself from flying objects. Keep clear of shelves and high stacked materials.
3. Stay away from windows and glass dividers. Move toward the centre of the building as soon as possible.
4. Remain on the floor you are on until otherwise instructed. You are safer inside the building than outside on the street.
5. While you are outside, stand away from buildings, trees, telephone and electric wires.

After the Earthquake

1. Assemble in the area designated by your Fire Warden.
2. Wait for instructions from your Fire Warden, or from emergency personnel. You may be asked to help assess conditions, serve as a runner, or organize an evacuation.
3. Do not use the elevators. Elevators will automatically descend to the main floor and open their doors. Stay in the elevator lobby.
4. Do not use telephones. Switchboards, especially those of police, hospitals and other emergency centres, will be jammed immediately following an earthquake. Use a radio to obtain information from your local radio station.
5. Be careful when moving about. Collapses can occur without warning and there may be dangers from gas leaks, electric wiring or broken glass.
6. Be prepared for possible aftershocks.

TORNADO



During a Tornado:

In the unlikely event of a tornado, there are several things you should remember that will reduce your personal risk. If a tornado strikes:

1. Remain calm and reassure others.
2. Keep clear of shelves and high stacked materials.
3. Stay away from windows and glass dividers. Move toward the centre of the building as soon as possible.

4. Remain on the floor you are on until otherwise instructed. You are safer inside the building than outside on the street.

After a Tornado:

1. Assemble in the area designated by your Fire Warden.
2. Listen for instructions from your Fire Warden, over the speaker system, or from emergency personnel. You may be asked to help assess conditions, serve as a runner, or organize an evacuation.
3. Do not use the elevators. Elevators will automatically descend to the main floor and open their doors. Stay in the elevator lobby.
4. Do not use telephones. Switchboards, especially those of police, hospitals and other emergency centres, will be jammed immediately following an earthquake. Use a radio to obtain information from your local radio station.
5. Be careful when moving about. There may be dangers from gas leaks, electric wiring or broken glass.

BOMB THREATS/THREATENING CALLS



Every bomb threat or threatening call should be taken seriously. (Although most bomb threats or threatening calls turn out to be nothing but vicious pranks, at the time they occur, they can never be regarded as unimportant.) If you receive a bomb threat or threatening phone call:

1. Remain Calm.
2. Never transfer the call or assume the threat is a hoax. Do not argue or ridicule the caller.
3. Record details of the call as outlined in the “Bomb Threat Telephone Procedure”, if available. Building security can provide a copy of the RCMP approved telephone checklist. (Since most of these calls come through general numbers, your Tenant Representative has only provided these forms to specific areas).
4. Immediately report the call to your manager and Building Security at 416 205-4707.

OTHER EMERGENCIES



In case of any other emergency evacuation, all occupants will be advised by the Chief Fire Warden to leave the building. Tenants should remain away from the building until the emergency is over.

SECTION 5 MAPS AND DIRECTIONS

MAP OF THE SURROUNDING AREA

Toronto



Toronto Transit Transportation Maps



For the most current version of Toronto Transit's Detailed Route Map please see the following page.

Subway

from the east - take the Bloor-Danforth line west to St. George Station then go south on the University line to St Andrew Station.

Subway

from the west – take the Bloor-Danforth line east to St. George Station then go south on the University Line to St Andrew Station.

Subway

from the north - go south on the Yonge-University-Spadina line to St Andrew Station.



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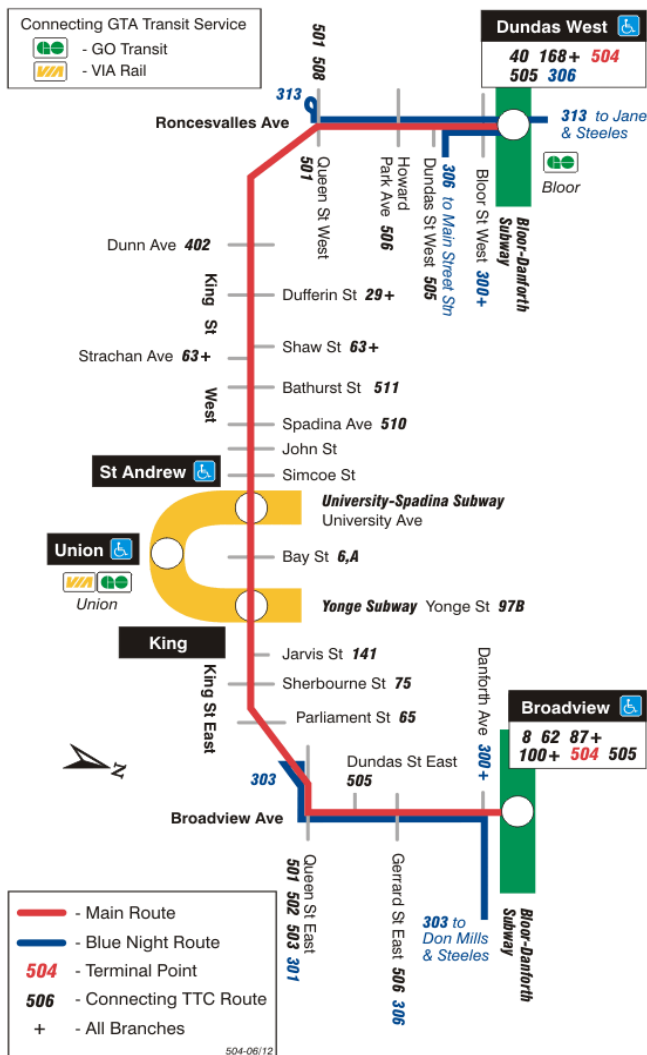
The 504 Streetcar runs east and west on King Street West. To get to the 150 King Street West take the 504 streetcar east or west on King Street West depending on which direction you are coming from and get off at University Avenue. The TTC stop is right in front of the 150 King Street West.

Please see Streetcar Route 504 Map on the following page.

To contact TTC for route information, schedules and fares you can call 416-393-4000 or visit their web site at www.ttc.ca

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504 KING



GETTING TO 150 KING STREET WEST



From The East:

On the 401 from the East:

Take the 401 to Don Valley Parkway southbound continue to the Gardiner westbound, exit on York Street and go north to King Street.

On the 401 from the West:

Take the 401 to Don Valley Parkway southbound continue to the Gardiner westbound, exit on York Street and go north on York Street to King Street. The building is located on the north east corner of King and York.

From the West (Hamilton, Oakville)

On the QEW:

Take the QEW west to the Gardiner Expressway, continue on the Gardiner to the York Street exit, go north on York Street to King Street. The building is located on the north east corner of King and York.

SECTION 6 COMMUNITY INFORMATION

AT 150 KING STREET WEST

Here at 150 King Street West, there are a number of services available for you to take advantage of!

Batteries- N – Things

Watch repair and battery replacement done on-site.

Bento Zushi

Various sushi available. Also delicious soups, rice bowls, bento boxes.

International News

A vast array of goodies, cigarettes, magazines and other things for your day to day needs.

K&K Food Stand

Meatless, wheatless vegetarian fare.

Nosh & Go Fresh Yogurt Bar

Greek style yogurt bowls with your choice of toppings.

Thai Express

Wide variety of rice and noodle dishes catering to mild to spicy tastes.

Sam James Coffee Bar

150 King Street West

TENANT WELCOME MANUAL 2023

Unique and quality, hand made coffee with local, small business heart.

Vantage Venues

Combining the best of club and conference centre environments Vantage Venues is an unparalleled venue in the heart of the city for meetings, seminars, corporate dining and entertainment. From the 27th floor you will experience spectacular views of the city and lake, spacious meeting rooms and exceptional food and beverage service from Toronto's finest caterers served in beautiful surroundings. Visit their web site at <http://vantagevenues.com>.

Earl's Kitchen & Bar

A comfortable yet upscale atmosphere where guests are equally welcome to dress up or wind down. Great food with a west coast feel. Inspiration is taken from world's most popular cuisines and given a spin that is authentically Earl's.

T.T.C. Subway (St Andrew Station)

150 King Street West has direct access to St Andrew Station.

Shopping and Services in the Local area



There are numerous stores and services available in and around the local Downtown area.

Local shopping malls:

First Canadian Place

1 First Canadian Place416-862-8138

Royal Bank Plaza

200 Bay Street416-865-6832

150 King Street West
TENANT WELCOME MANUAL 2023

Toronto Dominion Centre

66 Wellington Street 416-864-6448

Toronto Eaton Centre

220 Yonge Street..... 416-598-8560

Brookfield Place

181 Bay Street 416-777-6480

Exchange Tower

130 King Street West..... 416-864-6210

FINANCIAL INSTITUTIONS



CIBC

King & University
100 University Ave.....
(Branch with ABM)

University & Dundas
460 University Ave.....
(Branch with ABM)

For additional locations and services visit www.cibc.com.

HSBC

York & Wellington
70 York Street..... 1-888-310-4722
(Branch with ABM)

For additional locations and services visit www.hsbc.ca

RBC Royal Bank

University & Dundas
443 University Ave..... 416-974-2159

150 King Street West
TENANT WELCOME MANUAL 2023

(Branch with ABM)

Main Branch – Toronto
200 Bay Street – Main Floor416-974-3940
For additional locations & services visit www.rbcroyalbank.com

Scotiabank

King & University
150 King Street West Concourse
(ABM only)

King & University
145 King Street. West.....416-866-5870
(Branch with ABM)

Scotia Plaza
40 King Street West.....416-866-6430
(Branch with ABM)

For additional locations and services visit www.scotiabank.com.

TD Canada Trust

York & Adelaide
141 Adelaide Street West.....416-982-8768
(Branch with ABM)

TD Centre Concourse
55 King Street West.....416-982-2322
(Branch with ABM)

For additional locations & services visit www.tdcanadatrust.com

RESTAURANTS IN AND AROUND THE AREA:



The local area has a large number of take-out restaurants as well as many choices for sit down service.

Within a reasonable walk and suitable for business lunches the following restaurants are just a small sample of what is available:

Restaurant Listing:

Bardi's Steak House	56 York Street
.....	416-366-9211
Canyon Creek Chophouse.....	156 Front St W
.....	416-596-2240
Dhaba Indian Excellence	309 King St. W.
.....	416-740-6622
Elephant & Castle	212 King St. W.
.....	416-598-4455
Earl's Kitchen & Bar	416-916-0227
.....	150 King Street West
Fune Japanese Restaurant	100 Simcoe St.
.....	416-599-3868
Il Fornello.....	214 King St. W.
.....	416-977-2855
Joe Mama's	317 King St. W.
.....	416-340-6469
Jump.....	18 Wellington St W
.....	416-363-3400
Kit Kat Bar & Grill	297 King St. W.
.....	416-977-4461
La Fenice.....	319 King St.W.
.....	416-585-2377
Le Saint Tropez.....	315 King St.W.
.....	416-591-3600
Loose Moose.....	146 Front St W.
.....	416-977-8840
Marcel's	215 King St. W.

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.....	416-591-8600
N' Awlins Jazz Bar & Grill.....	299 King St. W.
.....	416-595-1958
Penelope Restaurant	225 King St. W
.....	416-947-1159
Volos.....	133 Richmond St. W.
.....	416 861-1211

FAST FOOD RESTAURANTS



For a quick lunch, just follow the underground PATH which connects 150 King Street West with Exchange Tower, First Canadian Place, Standard Life Centre, 145 King St W., Toronto Dominion Centre, Royal Bank Plaza, Commerce Court West. Each building has a food court filled with scrumptious fare. Listed below is a sample of what is available.

Bento Zushi	150 King St. W.
.....	416-598-1212
Cultures Fresh Food Restaurant.....	121 King St.W.
.....	416-863-0647
Jimmy the Greek	100 King St. W.
.....	First Canadian Place
.....	416-214-9237
McDonalds	100 Wellington St.
.....	Toronto Dominion Centre
.....	416-214-0084
Piazza Manna & Bar	130 King St. W.
.....	Exchange Tower
.....	416-862-2111
Pumpernickel's.....	100 King St. W.
.....	First Canadian Place
.....	416-863-9880
Thai Express.....	150 King Street West
.....	416-593-1543

**150 King Street West
TENANT WELCOME MANUAL 2023**

Tim Horton's 150 King Street West
.....416-979-8467



CATERING

Developing a workplace healthy catering policy is the responsibility of tenants, Below are some catering options.

Corporate Cravings Limited .. admin@corporatecravings.com
.....416-861-0120
Druxy's29 Queen Street E.
.....416-367-3904
Franco Freshyinfo@francofreshy.com
.....416-503-7799
Herrera's Fine Dining & Catering 362 King St. E.
.....416-364-4463
L-Eat Catering 410 Adelaide St. W.
.....416-588-3545
Pickle Barrel Various Locations
.....416-493-4333
Pizzaiolo 1 Toronto Street
.....416-366-5551
Pumpnickel's Deli & Catering Various Locations
.....416-510-1706
Rose Riesman Catering8 Banigan Drive
.....416-467-7758
Shopsy's 96 Richmond St. West
.....416.365.3333
Select Sandwich Various Locations
.....416-391-1244
Urban Group Catering..... 146 Front St. W.
.....416-838-5248
Vantage Venues..... 150 King St. W.
.....416-366-4228

RENTAL CARS



Here is a short list of local rent-a-car companies that provide service to our area.

Enterprise Rent a Car	416-674-4825
Discount Car & Truck Rentals.....	416-864-0632
Hertz Rent a Car	416-364-2080
Dollar Rent A Car	416-364-4952
Toronto Auto Rentals	416-293-5510

HOTELS



Within a short walking or driving distance and accessible via public transit, you will find the following hotels:

Renaissance Hotel
at Rogers Centre 1 Blue Jays Way416-341-7100

The Fairmount Royal York
100 Front St. W.....416-368-2511
reservations@fairmount.com

Le Royal Meridien King Edward
37 King St. W.....416-863-9700

Delta Toronto
75 Lower Simcoe Street.416-849-1200
www.deltahotels.com

Hyatt Regency Toronto
370 King St. W.....416-343-1234
www.torontoregency.hyatt.com

Shangri La Hotel Toronto
188 University Avenue.....647-788-8888
www.shangri-la.com/toronto/shangrila

Toronto Ritz Carlton
181 Wellington Street W.....416-585-2500
www.ritzcarlton.com/en/Properties/Toronto

TAXIS AND LIMOUSINES



Here is a short list of local taxi companies that provide service to our area. (Note: All services listed below have wheelchair accessible vans upon request).

Limousine:

Aeroport Services.....416-255-2211
Airline Limousine Service.....416-225-1555
Air Flight Limousine Services.....416-445-1999
Limoscene416-757-2761

Local Taxi Service:

Royal Taxi416-777-9222
Beck Taxi.....416-449-6911
Co-op Cabs416-504-2667
Diamond Taxi416-366-6868
Metro Cab.....416-504-8294
East End Taxi.....416-694-3311

DAYCARE IN THE LOCAL AREA



For general information on childcare in the Downtown area, the following organizations are a great resource to get you started!

General Information:

Children's Aid Society416-924-4646
Toronto Children's Services416-392-8297

Child Care Centres:

Here is a more detailed list of local centres that provide a variety of Child Care Services.

Alderwood Action After School Inc..... 544 Horner Avenue
.....416-259-7738
BCE Place Child Care Centre 161 Bay Street
.....416-367-1758
Centennial Infant Centre 1580 Yonge St.
.....416-935-0200
Day Care Connection (Simcoe Place) 200 Front St.
.....416-340-8757
Mothercraft Eaton Centre Child Care..... 14 Trinity Square
.....416-340-9651
Harbourfront Child Care Centre.650 Queens Quay W.
.....416-203-1300
Hester How Daycare Centre.100 Queen St. W.
.....416-392-7981
Home Child Care Association of Ontario.
.....416-233-1506
Kids & Company 320 Front St. W.
.....416-345-1543
Metro Hall Child Care Centre.55 John St. W
.....416-397-5170
Oriole Nursery School. 1570 Yonge St.

.....	416-960-1293
Queen's Park Child Care	900 Bay St.
.....	416-327-9979
Scotia Plaza Daycare	104 Yonge St.
.....	416-415-2590
St. Lawrence Co-Operative Day Care	4 Market St.
.....	416-363-5989

Notes