



# CONDOMINIUM FIRST

MANAGEMENT SERVICES LTD.

A LEADER IN THE CONDOMINIUM PROPERTY  
MANAGEMENT INDUSTRY SINCE 1974.  
[www.condominiumfirst.com](http://www.condominiumfirst.com)

When you choose Condominium First you will have a strong team working together with you.

Our employees are well-trained to help you navigate the sometimes complex condominium world:

- Our President and CEO, Don Davies, holds several designations including: Certified Property Manager (CPM), Certified Reserve Fund Planner (CRP), Certified Management Accountant (CMA). He has more than 30 years experience in the industry.
- We have CMAs and CGAs on our accounting staff.
- All Community Managers are graduates of the Mount Royal College Condominium Management Certificate Program and have completed the Canadian Condominium Institute (CCI) coursework.
- Several have ACCI designations.

These individuals are supported by experienced senior management, ongoing training and corporate commitment to new technologies.

Our Corporations benefit from:

- Operating and Reserve Fund bank accounts that earn the highest rates available;
- Our buying power in areas such as:
  - Insurance
  - Investments
  - Property maintenance
- 24 hour After Hours Emergency Service: an experienced Community Manager is always on-call;
- Documents available online, anytime.

You'll see there is no better choice than Condominium First!

Thank you for your interest in Condominium First Management Services Ltd.

Condominium First has been professionally managing condominiums since 1974.

We have the qualifications, experience and proven support system in place to provide property management services to all types and sizes of condominiums.

Personalized service is provided to each Condominium Corporation by their Community Manager. This individual works closely with the Board and is their link to all facets of managing the Corporation including:

- Landscaping and snow removal;
- Common property repairs and maintenance;
- Interpretation of the By-laws;
- Communication with the owners.

Accounting and administrative staff:

- Prepare financial information accurately and on-time;
- Manage Reserve Fund Investments;
- Handle insurance requirements and claims;
- Maintain the documents of the Corporation.

**We welcome the opportunity  
to be your Managers.**

If you would like to receive a proposal for condominium management services from Condominium First:

- visit our website to fill out an online request;
- Call us at (403) 299-1810; or
- Email [proposal@condominiumfirst.com](mailto:proposal@condominiumfirst.com)

**More information about Condominium First,  
it's Principals and Services can be found at  
[www.condominiumfirst.com](http://www.condominiumfirst.com).**

Condominium First Management Services Ltd. is pleased to announce that we have received the Consumers' Choice Award for Business Excellence in the Residential Property Management category for 2006, 2007, 2008, 2009 and 2010. This award is valuable to us as it represents the trust and loyalty we have earned from the customers with whom we have had the pleasure of doing business. [www.ccaward.com](http://www.ccaward.com)



◆MANAGEMENT YOU CAN TRUST◆INTEGRITY & PROFESSIONALISM YOU DESERVE◆RESPONSIVENESS YOU CAN RELY ON◆