**OWNER / RESIDENT REGISTRATION FORM**

**SUITE NO:**  **OCCUPANCY DATE**:

**REGISTERED SUITE OWNER(S):**

FIRST NAME: LAST NAME:

PHONE NO.'S: (H) (B) (C)

E MAIL ADDRESS:

FIRST NAME: LAST NAME:

PHONE NO.'S: (H) (B) (C)

E MAIL ADDRESS:

**OWNER'S OFFSITE ADDRESS: (\*\*If applicable)**

Street & Number Suite No. City Province Postal Code

# RESIDENT/TENANT INFORMATION: \*\* Owner(s) must provide a copy of the lease Agreement if the Suite is tenanted

FIRST NAME: LAST NAME:

PHONE NO.'S: (H) (B) (C)

E MAIL ADDRESS:

FIRST NAME: LAST NAME:

PHONE NO.'S: (H) (B) (C)

E MAIL ADDRESS:

1. **PARKING INFORMATION**: PARKING SPACE NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **LOCKER INFORMATION:** LOCKER NO: LEVEL:

LOCKER NO: LEVEL:

**B. SUITE ACCESS INFORMATION:**

ACCESS FOB NO.: (1) (2) (3)

**C.** **DO YOU HAVE ANY PETS?** [ ] YES [ ] NO NO. OF PETS (MAX 2): ­­

 **(\*\*If you have pets, a Pet Registration Form must be completed and submitted with this form)**

**D. DO YOU OWN A BICYCLE(S)?** [ ] YES [ ] NO NO. OF BICYCLES:

 BICYCLE DESCRIPTION(S):

**E.** **DOES ANYONE IN YOUR SUITE REQUIRE ASSISTANCE IN AN EMERGENCY?**  [ ] YES [ ] NO

 NAME OF PERSON REQUIRING ASSISTANCE:

 TYPE OF DISABILITY/AILMENT:

**F**. **ARE YOU ABSENT / ON VACATION DURING ANY PART OF THE YEAR?** [ ] YES [ ] NO

FORWARDING ADDRESS:

CONTACT PHONE NO(S): /

SPECIAL INSTRUCTIONS:

**G. IN CASE OF EMERGENCY CONTACT: (FAMILY/CLOSE FRIEND OF RESIDENTS)**

*NAME: RELATIONSHIP:*

*PHONE NO.'S: (H) (B) (C)*

*NAME: RELATIONSHIP:*

*PHONE NO.'S: (H) (B) (C)*

***All information on this Form will remain strictly confidential. This information is required for Fire Safety, Building Safety and Security purposes only.***

It is the Suite Owner(s) responsibility to provide the Corporation with current Owner and Tenant Information prior to the Elevators being put on service for a move in. If at any time your information changes, please notify Management immediately in writingper the *Condominium Act 1998, section 47.4*.

**Please keep us informed so that we can keep you informed.**