



Owners Information

COMPASS POINT REAL ESTATE SERVICES INC.

1243 - 13351 Commerce Parkway
 Richmond, BC V6V 2X7
 Tel: (604) 214-8645 Fax: (604) 214-8646

Website: www.compasspointinc.com

In accordance with the *Strata Property Act*, owners must disclose to the Strata Corporation, if and whom they are renting the strata unit to. Please complete the owner section, which will help us update our records, as well, if you have a tenant, complete the tenant section providing all the necessary details. When you change tenants please note you must inform the Strata Corporation.

Owner Information:

Strata Corporation:	Strata Corporation
Strata Lot(s):	
Unit Number(s):	
Unit Address:	
Full Name of Owner(s):	
Mailing Address (if different):	
Daytime Telephone #:	
Evening Telephone #:	
Fax #:	
Email:	

What is your preferred method of contact? Telephone
 Fax
 Email

Have you leased or rented your home to another party? Yes No
 (If Yes, please complete the section below, if No, please leave this section blank.)

Tenant Information:

Tenants Name:	
Tenancy Commencement:	
Tenancy Expiry:	
Daytime Telephone #:	
Evening Telephone #:	
Fax #:	
Email:	
Vehicle Make & License Plate #:	
*Form K Signed & Attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No

*A Form K only needs to be completed if you are renting your strata lot.

Please complete the form and return to Compass Point Real Estate Services Inc.