

Strata Property Act
Form K
Notice of Tenant's Responsibilities
(Section 146)

IMPORTANT NOTICE TO LANDLORDS:

Section 146 of the *Strata Property Act* sets out strict requirements respecting a notice of tenant's responsibilities (Form K):

- “ **146** (1) Before a landlord rents all or part of a residential strata lot, the landlord must give the prospective tenant (a) the current bylaws and rules, and (b) a Notice of Tenant's Responsibilities in the prescribed form.
- (2) Within 2 weeks of renting all or part of a residential strata lot, the landlord must give the strata corporation a copy of the notice signed by the tenant.
- (3) If a landlord fails to comply with subsection (1) or (2), the tenant (a) is still bound by the bylaws and rules, but (b) may, within 90 days of learning of the landlord's failure to comply, end the tenancy agreement without penalty by giving notice to the landlord.
- (4) If a tenant ends a tenancy agreement under subsection (3), the landlord must pay the tenant's reasonable moving expenses to a maximum of one month's rent.
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As a best practice tip, Strata VR 1591 encourages landlords to provide the tenant with a copy of the current bylaws and rules and have the tenant sign the attached notice **at the same time as the tenancy agreement**.

FAILURE TO SUBMIT A COMPLETED FORM K WHEN REQUIRED COULD RESULT IN FINES BEING LEVIED IF APPLICABLE IN THE STRATA CORPORATION'S BYLAWS.

In addition, it is a requirement of the Act that you provide your Tenant with the Bylaws governing your Strata Corporation, together with other Rules to ensure that your Tenant is aware of his/her rights and obligations.

A copy of the notice must be provided to the strata corporation **within two (2) weeks** of renting all or part of the strata lot. Many strata corporations adopt bylaws which impose fines against owners who fail to meet this requirement.

IMPORTANT! Please ensure that you **sign the Form K** before submitting to the Strata. Thank you.

Please send the form to the **Strata Secretary, by email or by mail** (see owner's list for address).

Current Secretary: **Merry Meredith**

Email: **mbmeredith@gmail.com**

[Prescribed form attached]

The personal information requested and subsequently provided in this document is for the purpose of communicating

with tenants and owners, ensuring the orderly management of the Strata Corporation and complying with legal requirements.

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Re: Strata Lot _____ [*strata lot number as shown on strata plan*] of Strata Plan _____ [*the registration number of the strata plan*]

Street Address of Strata Lot _____
Name(s) or tenant(s) _____

Tenancy commencing _____ [*month day, year*].

IMPORTANT NOTICE TO TENANTS:

1 Under the *Strata Property Act*, a tenant in a strata corporation **must** comply with the bylaws and rules of the strata corporation that are in force from time to time (current bylaws and rules attached).

2 The current bylaws and rules may be changed by the strata corporation, and if they are changed, the tenant **must** comply with the changed bylaws and rules.

3 If a tenant or occupant of the strata lot, or a person visiting the tenant or admitted by the tenant for any reason, contravenes a bylaw or rule, the tenant is responsible and may be subject to penalties, including fines, denial of access to recreational facilities, and if the strata corporation incurs costs for remedying a contravention, payment of those costs.

Date: _____ [*month day, year*]

Address of landlord, or agent of landlord:

Signature of Landlord, or Agent of Landlord

Signature of Tenant

Signature of Tenant