NOTICE OF TENANT'S RESPONSIBILITIES
(FORM K)

NOTE TO LANDLORD:
A FORM "K" MUST BE ISSUED WITH EACH TENANT CHANGE.

Section 146 of the Strata Property Act of British Columbia stipulates that if an Owner within a Strata Corporation wishes to rent his/her unit, the Owner must provide the Strata Corporation with the attached completed Notice of Tenant's Responsibilities (FORM K), within two (2) weeks of renting.

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.

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

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