

OWNER / OCCUPANT INFORMATION FORM

Please kindly provide this office up to date contact information should we need to contact you. We assure you this information will be kept confidential. **Please ensure your contact information is kept up to date by visiting our website to submit any changes.** Thank you.

Strata Plan: _____ Strata Lot: _____ Unit Address: _____

REGISTERED OWNER(S) INFORMATION:

Owners listed below must be registered on title at the Land Titles Office

Owner Name(s): _____	Owner Name(s): _____
E-mail: _____	E-mail: _____
Work #: _____	Work #: _____
Home #: _____	Home #: _____
Cellular #: _____	Cellular #: _____

Mailing Address (if different from unit): _____

OCCUPANT(S) INFORMATION (if different from Owner):

Occupant Name(s): _____	Occupant Name(s): _____
E-mail: _____	E-mail: _____
Work #: _____	Work #: _____
Home #: _____	Home #: _____
Cellular #: _____	Cellular #: _____

Occupant(s) are: Tenants Family Members Spouse / Partner Other:

I have submitted a Form K*: Yes No

*If your unit is tenanted, the *Strata Property Act* (Sec. 146(2)) requires you to provide a Form K to the strata corporation. The Form K can be downloaded from our website at www.wynford.com.

CONTACT PERSON FOR EMERGENCIES (ie. fire, flood, earthquake, etc.):

Contact Name: _____ Contact #: _____

I understand the personal information provided above is for purposes of complying with legal requirements, identifying and communicating with me, my Tenant, or my emergency contact if necessary, and ensuring the orderly management of the Strata Corporation. I hereby authorize The Wynford Group to collect, use and disclose the personal information above for these purposes.

Date: _____ Owner Signature: _____

Please return this completed form as soon as possible.

***In addition to mail and fax, signed forms can be submitted by **email** to records@wynford.com*