

**STRATA CORPORATION
CHANGE OF ADDRESS & CONTACT DETAILS**

Building Information

Building Name: _____

Building Address: _____

Strata Plan: _____ Strata Lot #: _____ Unit #: _____

Registered Owner(s) Previous Information

First & Last Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: Home _____ Cell _____ Work _____

E-mail: _____

Registered Owner(s) New Information

C/O (Use for Changes to Management Company Only): _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: Home _____ Cell _____ Work _____

E-mail: _____

Certification

- I/We certified that I/We are the registered owner(s) of the above property and hereby request to have our contact information change as per the above or;
- I/We certified that we have been appointed as the management company for the above property and hereby request to have our contact information change as per the above. I/We have enclosed with this form a copy of the first and last page of our management contract, outlining our appointment details;
- OFFICE USE ONLY, return mail has been received for the above unit on three times in a row, as such the mailing address has been changed to the unit address.

Date & Signature(s)

Date: _____ Signature: _____ Signature: _____

*Please completed in full, sign and either mail or email to the address below.

Office Use Only
Entered By: _____