

**ABSENTEE OWNER INFORMATION FORM**

(All requested information must be included, or the form will be returned to you for completion)

UNIT NO. \_\_\_\_\_ PROPERTY ADDRESS: \_\_\_\_\_

I/WE the Owners(s),  
(please print in ink) \_\_\_\_\_  
\_\_\_\_\_

Wish to advise the Corporation of our intent to rent our unit, effective (Date) \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

**Mailing Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**Email Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**Is there a Management Company / individual in charge of managing the unit, on your behalf? If so, please supply full contact information, for our records:**

\_\_\_\_\_

We and/or the managing agent agree to abide by the Condominium Bylaws and Policies and to ensure our tenants also follow these regulations and requirements.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THESE PRESENTS

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

All correspondence should be directed to:  Absentee Owner Mailing Address  
OR

Management Company Mailing Address

WITNESS:  
\_\_\_\_\_

OWNER SIGNATURE(S):  
\_\_\_\_\_

**Return this document to:**  
**FirstService Residential**  
**Suite 810, 839 - 5th Avenue S.W.**  
**Calgary, Alberta T2P 3C8**  
**Fax: (403)299-1813**  
**customer care.ab@fsresidential.com**