



## President's Message - Spring 2006

You will recall that the Winter 2006 message made reference to the seminar that CCI Vancouver was sponsoring on January 28, 2006. The seminar was well attended and not surprisingly, there were many questions from the audience about how the new property management licencing legislation would impact strata councils and property managers alike. We can expect that there will be the "usual" growing pains associated with any new legislation and will anxiously wait for any updates from the Real Estate Council and from the Sauder School of Business regarding the implementation and application of the licencing requirements. To date the feedback has been mixed but it's early! We will certainly want to have Mr. Buttress and Mr. Moore come back and speak to our members early next year to let us know more about the pros and cons, from the licencing and educational perspective, of the licencing of property managers.

As this goes to print we are putting the finishing touches on a seminar to be held on May 13, 2006 entitled "Legal Round Table". We have a panel of 4 lawyers whose practice focuses almost exclusively on strata law who will talk about important legal cases and the impact they have on strata ownership and administration. We seem to experience a great turnout any time our members get a chance to

hear lawyers speak for free and we expect that this seminar will be well attended.

In September we will be hosting a seminar on insurance and in particular, what replacement value really means! The topic of insurance is one that mystifies many of us. Our guest speakers will be well-versed on explaining the ins and outs of strata insurance and the importance of knowing what coverage you need and how to get that coverage.

We will be sending out our membership renewals in the next little while. Your board has chosen not to increase the membership rates for the coming year so the rate will once again be \$110.00 for all membership categories.

We continue to update our website and are working with our designer to make it a more user friendly website for our members. If you have any interest in working on the website, the newsletter or volunteering on one of our many committees please e-mail us at [contact@ccivancouver.com](mailto:contact@ccivancouver.com) or write to us c/o 1700 - 1185 W. Georgia Street, Vancouver, B.C. V6E 4E6.

Jamie Bleay  
President - CCI Vancouver

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## Member Feedback

**H**ow are we doing? We welcome any comments, questions or suggestions that you may have. You can provide your comments by e-mailing us c/o [contact@ccivancouver.com](mailto:contact@ccivancouver.com) or writing to us c/o 1700- 1185 W. Georgia Street, Vancouver, B.C. V6E 4E6. If you write to us, please include your name, address and strata plan #. If any strata corporation members would like to submit an article about a topic of interest or do a profile of your complex, we would be happy to include your article or profile in one of our upcoming newsletters.

### CCI - Vancouver Board of Directors - 2005/2006

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# BUYING A CONDOMINIUM - SOME DO'S AND DON'TS

*By Jamie Bleay of Access Law Group*

All condominiums are not created equal; some leak, many do not, some have financial problems, many do not, some have pet restrictions and age restrictions. For those looking to purchase their first home, or for the empty nesters who want to down-size, the condominium is the most attractive option. But what can you do to try and avoid buying into a leaky condo, or into a condominium which, at the end of the day, prevents you from enjoying your new home?

Once you have narrowed down your choice to one or two condominiums, you should do the following in order to get an idea of what type of condominium complex you are buying into:

1.) Obtain a complete set of the strata council minutes, and general meeting minutes, for at least the last 12 month period. If you have a real estate agent, you can ask them to obtain these for you. However, it is vitally important that you review them in order to ascertain, from the strata council minutes, and general meeting minutes, to what extent there are concerns over water leaks. If, when reviewing the minutes, reference is made to engineering reports, or to a law suit, make inquiries of the strata corporation, through its property manager or strata council, about the substance of the engineering reports and/or the law suit. Attempt to obtain a copy of any engineering report referred to in the minutes. If the strata corporation has commenced legal proceedings, ask for a copy of the Writ and Statement of Claim, or the Court file number so that you can search the Court Registry yourself. If there is a claim for water damage, or for deficiencies that are not noted in the strata council or general meeting minutes, owners in the building may be faced with expensive repair levies or levies to pay for the law suit. If there have been repair levies, or levies to pay for legal costs, chances are there will be more to come. By knowing of these ahead of time you can decide, if you really want to buy the condominium, what price you would be prepared to pay.

2.) Undertake a physical inspection of the building. Even if you are not an expert in construction, you can detect potential water leakage problems, such as staining of stucco, efflorescence around the foundation, cracks in the walls, or evidence of extensive repairs.

3.) Ask the owner questions to ascertain his/her level of knowledge about the state of building repair. Vendors are required to complete a Property Condition Disclosure Statement. Their statements to you about the state of building repair should match their answers on the Disclosure Statement.

4.) Obtain a copy of the financial statements for the strata corporation for the previous fiscal year. The financial statement will indicate how much money is in the contingency reserve fund, which is available to fund extraordinary repairs, how much money is being expended on repairs and maintenance, relative to the estimated budget, and whether the strata corporation's expenses are more or less in line with the estimated budget for the previous fiscal year. Lack of fiscal restraint can lead to significant maintenance fee increases in the future.

5.) Obtain a copy of the registered bylaws of the strata corporation, and carefully review them. If you have a pet, or are interested in getting a pet to keep you company once you purchase your condominium, be aware of any existing pet restriction bylaws. Many owners have found themselves in Court because they bought a pet in violation of a bylaw expressly prohibiting pets. If you have children, check to see if the bylaws restrict occupancy on the basis of age. Certain age restrictions, if they do not violate the *Human Rights Code* or the *Strata Property Act* can be imposed in a strata corporation bylaw.

6.) Ensure that your purchase and sale agreement is subject to a full inspection, review of the bylaws, the strata council minutes, general meeting minutes, and the financial statements. By writing these terms into the purchase and sale agreement, you are in a position to walk away from the purchase if you are not satisfied with the building condition, the financial picture or the restrictions contained in the strata corporation bylaws.

While there is no foolproof method of avoiding all of the various and sundry problems that can confront a condominium owner, you can avoid many of the more serious ones by doing your homework before the purchase completes.



# Taking Control of your Strata's or Condo's Contingency Reserve Fund – From CRFS to Project Completion

The benefit and bane of Strata management is council's revolving door. While providing a constant influx of new blood with new ideas, managing the loss of knowledge and experience to "stay the course" is a constant battle. The stewardship of the Strata needs to be put in a format that:

- allows an easy transition between in-coming and out-going councils,
- enables working council members to stay involved,
- retains property management records; and
- forces consultants to build the right plan.

There are tools and tricks that every management company employs to address these goals, but innovation has provided a cost-effective solution that Councils and Property Managers can both use. There are two basic concepts that need to be satisfied to achieve these goals.

- 1.) Intuitive organization of information
- 2.) Easy, secure access to the information

The organization of documentation starts with the basic governance documents, encompasses the building management documents, and extends to the physical operation and maintenance.

## Governance

Declaration  
By-laws  
Policies  
Notices

## Management

Meeting minutes  
Inspection results  
Surveys & summaries  
Reserve plans & investments

## Physical Operation

Emergency plans  
Annual agreements  
Building drawings  
Operating agreements

There are many choices in the marketplace for storing documentation in a safe and accessible place. Data storage is rapidly becoming a competitive market, so care must be taken when looking at the choices. Other information, beyond pricing, must be considered. How does the documentation storage relate to your other building needs? Can you link other building systems? Energy consumption or Building Automation Systems (BAS)? Active project repairs? Reserve Fund Planning?

## **How does this relate to Reserve Fund Studies?**

Most people understand the need to move their documentation from your Property Manager's desk, to a web-based filing cabinet that is stored in a safe and secure location, but accessible through the Internet. Whether the Property Manager changes tomorrow or the Council is renewed, the important information is available to the right people at all times.

Many people struggle with the concept of converting the needs of the Condo to a reserve funding plan. They wisely rely on their building consultants for advice on the needs of the building, and how they should save, but the buck shouldn't stop there. The reserve fund, the related monthly maintenance fee and knowledge the building is being taken care are the primary motivators for most Council members to get involved. ***Taking control of this process and putting it in the hands of the Property Managers and Councils is the natural evolution, and again, innovation now makes this possible.***

## Taking Control of the Reserve Fund Study

Step 1 - Define the framework of the plan

Step 2 – Set the boundaries of the framework

Step 3 – Manage transitions

Step 4 – Keep the plan alive

**Step 1 - Define the framework of the plan:** Working with your technical consultant to define how the building is defined, what is owned, what is leased and the quantities of these items. Putting this information into a format that can be updated by your consultant – and not necessarily the same consultant that began the process.

This definition is typically done by the consultant and is evidenced in their expenditure tables. These tables outline the building systems, the related projects, the unit rates/quantities of repair and timing. Look at three different consultants; you'll see three different plan definitions. With no input, they take the easy way out.

Use a framework that suits your building(s) and your budget. Simple MS Excel tables can be effectively used to manage this process in an economical manner. There are also targeted tools in the marketplace that are designed to capture building information in an intuitive format and integrate document management. Do your homework to find a tool that meets your needs.

**Step 2 – Set the boundaries of the framework:** Once you have decided on your framework, care to defining the boundaries is critical to the process. How will your consultants prepare the budgets when updating the plan? Get your facts right at the start, and then rely on those facts. These include building quantities, inflation rates, interest rates, component lifecycles and grouping of repairs.

As an example, the Strata has some basic attributes that do not need to be reinvented on every study. Your roof size, corridor size and parking garage sizes won't change. Get a proper survey of these features, rely on a quantity surveyor and set those attributes in stone. Every time a consultant prepares a Reserve Fund Study, these facts are either reassessed or rechecked. This is a needless waste of their time and the Condos money. For the financial variables, work with your accountant, investment advisor and other existing consultants to get these values set at a realistic level. This will make their jobs easier to not recalculate the expenditures and cost the Strata less in consulting fees.

Once the boundaries of the framework are set, force consultants to keep the process transparent. Get the unit rates of their budgets projections, so there is an understanding as to what goes into a project estimate. These estimates are what drive final reserve fund plan and balance.

**Step 3 – Manage transitions:** Most Stratas will go through tough times. This may be from a previously underfunded reserve plan, an under-estimated projection by the builder or some misunderstood condition. Whatever the cause, the Property Managers and Stratas need to be involved in the transition. This happens at different levels.

For reserve planning, this is the understanding how different funding scenarios affect the reserve balance. Working with your building consultants to develop a plan of deferrable projects and phased projects to focus on critical problems, versus special assessment. Using available tools to understand the financial repercussions of an accelerated maintenance fee increase versus a phased approach. These are the tools and options to managing these transitions during the planning process.

For active repair projects, managing this transition means understanding the repair you are getting. The world of construction coined the term “you get what you pay for” for a reason. Working with project managers to keep costs down, quality of workmanship up and warranties extended is critical to getting through the tough times. These methods should be employed at all times, but are even more critical at these underfunded periods. Having an expensive project fall off the rails turns bad to worse.

Staying involved with active repairs is not as hard as it used to be. Innovation, yet again, offers the answer for keeping tabs on contractors and consultants alike. Forcing your project managers to report on the status of the project in a secure and accessible environment, putting the information for Managers and Stratas to access as their busy schedules permit. Using the same web-based document management tools helps to keep the right people informed and up to-date.

**Step 4 – Keep the plan alive:** As times marches on, choices made during the development of the reserve plan may not hold true. Life is a box of chocolates, and someone needs to be taking notes. Having the control to make changes to the reserve plan, understanding the actual financial repercussions and making timely decisions keeps the plan alive and on-course.

If the framework is defined, the boundaries set and the assumptions transparent, then making course changes are not difficult. Consultants are then used to advise on industry changes since the last update and confirm the interim assumptions. This process becomes a validation process, not an exercise of re-inventing the wheel to drive the same road.

## Conclusion

Having a tool that gives you the control to perform these reserve planning steps, and integrating the document management is the innovation that this century has provided. This is how commercial investors manage real estate today. This is not the future, this is the now. Take control of your building, take control of your consultants, eat your chocolates and set the plan.

*Written by Alex Versluis, P.Eng, P.E., Vice President with Buildingweb. Buildingweb is a company that provides consulting services to facility owners and managers to assist with capital/reserve planning, document management and website integration. Buildingweb is also a leading software provider of a web-based reserve fund and document management solution [www.buildingweb.com](http://www.buildingweb.com). For enquiries, please call (416) 640-0166 x449 or email at [aversluis@buildingweb.com](mailto:aversluis@buildingweb.com).*

## Assistance to Condo Owners

The Homeowner Protection Office offers free, up-to-date information to assist homeowners and homebuyers. This information includes:

- *Managing Major Repairs—A Condominium Owner's Manual*
- *Options for Resolving Residential Construction Disputes – guide*
- Application packages for no-interest repair loans and the PST Relief Grant for owners of leaky homes
- *Buying a New Home: A Consumer Protection Guide*
- *Understanding Home Warranties – bulletin*
- A registry of licensed residential builders and building envelope renovators.

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# Case Law Update – Spring 2006

*The Owners, Strata Plan VIS 4134 v. Seedtree Water Utility Co. Ltd. et al*, Supreme Court of British Columbia, January 13, 2006.

This case dealt with the interpretation of section 166 of the *Strata Property Act*, SBC 1998, chapter 43 which states that:

## **“Owner’s liability for judgment against strata corporation**

**166** (1) A judgment against the strata corporation is a judgment against all the owners.

(2) A strata lot’s share of a judgment against the strata corporation is calculated in accordance with section 99 (2) or 100 (1) as if the amount of the judgment were a contribution to the operating fund and contingency reserve fund, and an owner’s liability is limited to that proportionate share of the judgment.

(3) Other than as set out in this section, an owner has no personal liability, in his or her capacity as an owner, for loss or damage arising from any of the following:

- (a) the management and maintenance of the common property and common assets by the strata corporation;
- (b) the actions or omissions of the council or strata corporation;
- (c) any contracts made or debts or liabilities incurred by or on behalf of the strata corporation.”

The strata corporation, which consisted of four strata lots, brought proceedings against Seedtree Utility Co. Ltd. The Petition was dismissed. The Court awarded costs of \$7,410.95 in favour of Seedtree against the strata corporation. Seedtree subsequently registered the cost award, as a judgment, against the titles to the four strata lots. Mr. & Mrs. Deereberg, who owned one of the four strata lots, applied to have the judgment discharged from their strata lot by paying 1/4<sup>th</sup> of the judgment to Seedtree. When the application came before Master McCallum, he had to determine whether the judgment could only be released upon payment of the entire amount of the judgment.

Mr. & Mrs. Deereberg argued that section 166(2) of the Act only required them to pay their share of the judgment and thereafter, Seedtree could proceed to recover the balance of the judgment against the other 3 strata lot owners. Seedtree argued that section 166(2) only applied to the relationship between the owners and the strata corporation and the liability of each owner to the strata corporation and not judgment creditors. Seedtree in turn argued that section 166(2) had no application to a judgment creditor that had a judgment against the entire strata corporation. Seedtree argued that section 166(1) provided that a judgment creditor had a remedy against all strata lot owners and further, that it was not reasonable to require a judgment creditor to discharge the judgment against one owner and then pursue the remaining owners for their share of the judgment. Master McCallum found that Seedtree’s submissions “were in accordance with the general proposition that a debtor jointly liable with another may pay the debt and recover from the other joint debtor his just proportion of the debt (*Law and Equity Act* R.S.B.C. 1996, c. 253 s.34 and s.53 ). Any other result would put a significant onus on the judgment creditor to take multiple execution proceedings in the face of a judgment against all of the owners. This case is a good example of that possibility. If the applicants are correct, Seedtree would be bound to discharge the judgment on payment of the individual owners’ proportionate shares and pursue the others individually for their shares. That would fly in the face of s.166(1) that imposes liability on “all the owners”.

Master McCallum went on to find that the judgment against the strata corporation was secured in its entirety against each strata lot and that in accordance with section 166(1), the entire judgment had to be paid by the strata corporation before the judgment would be released against the individual strata lots.

*Commentary – Perhaps this case stated what appeared to be obvious vis-à-vis the interpretation and application of section 166 of the Strata Property Act. However, it is always good to learn how a Court will interpret and apply any given section of the Act. Even though this is a decision of a Master, the decision confirms, at least for the time being, that a judgment against a strata corporation does not have to be released against any one particular strata lot until the judgment has been paid in full.*



*Chow v. The Owners, Strata Plan LMS 1277*, Supreme Court of British Columbia, February, 2006.

This case involved two groups of owners at a complex known as “San Marino Estates”. The background facts leading up to the hearing of the two applications was as follows. The strata corporation is a residential strata lot complex that is comprised of 17 townhouses and 33 apartments.

The townhouses were constructed separately from the apartments. They each had their own garages and separate entrances. The apartments were located in a separate multi-storey building and had a common entrance, a common elevator, hot water boiler and garage access. The townhouses had 34% of the votes of the strata corporation with a combined unit entitlement of 46.1%. The apartments had 66 % of the votes and 53.9% of the unit entitlement.

The first annual budget of the strata corporation had been prepared based on what had been contained in the developer’s disclosure statement. In that document, the developer made a distinction between the townhouses and the apartments in terms of parking and established a formula for allocating expenses which provided that the apartment strata lots would have to pay a greater amount of the operating expenses than the townhouse strata lots.

At the 1994 Annual General Meeting, the budget was approved which set out a schedule of maintenance fees for the townhouses, for the apartments and for expenses common to both types of strata lots. The Court found on the facts that “Anyone purchasing a unit from 1993 up to and including 2004 would be aware of this allocation of expenses by a simple review of the budgets passed in the intervening years.”

On July 1, 2000, the *Condominium Act* was repealed and replaced by the *Strata Property Act*. The *Strata Property Act* allowed strata corporations to have different expense allocations for different types of strata lots until January 1, 2002. Thereafter, strata corporations were required to comply with the Act in terms of expense allocations unless their bylaws were amended in accordance with the Act and the regulations to allocate, for example, expenses by “types of strata lots.” However, Strata Plan LMS 1277 continued to allocate the common expenses between the two different types of strata lots from January 1, 2002 until 2004/2005.

As has happened in many situations involving different

types of strata lots, the San Marino Estates had been experiencing building envelope problems and had obtained three engineering reports over a 3 year period regarding these problems. Suffice it to say, the estimates to repair the problems involved the expenditure of a significant amount of money. Over a period of approximately 2 years, resolutions aimed at raising the funds to perform the repairs, to create separate sections and to separate common expenses according to types were defeated.

Between May and June, 2004, two petitions were filed in an effort by each respective group of Petitioners to obtain a judicial determination on how to move forward regarding rehabilitation costs and common expense allocations as between the townhouse owners and the apartment owners. Subsequent to a court order that both petitions be heard at the same time, the applications were heard before Mr. Justice Taylor.

The Judge hearing the matter examined, at length, the litany of case law dealing with the allocation of expenses between different “types” of strata lots as well as the sections of the Act that dealt with the allocation and calculation of common expenses, the creation of separate sections and the statutory recourse available to parties pursuant to sections 164 and 165 of the Act.

The court acknowledged that section 164 of the Act “concerns itself with acts of unfairness and s. 165 with failures to act. Absent recourse to this court under s. 164, there is simply no way for affected parties to address significantly unfair conduct.” The Judge went on to conclude, based on the evidence before him, that “significant unfairness has been inflicted upon the townhouse owners as a consequence of a number of proposed or completed acts of the corporation. These are:

1. The perpetuation of differential allocation of expenses for some three years beyond the end of the statutory transition period followed by imposition of a single budget;
2. Significant differences between the expenses of the townhouse owners and those of the apartment owners;
3. The proposed unequal treatment of townhouse and apartment owners regarding repairs and the costs attendant upon those repairs; and
4. The merging of two unequal contingency funds for significantly different expenses.”



Having reached that conclusion, the Judge had to determine what remedy would best address the significant unfairness that he found to exist. Relying on section 164 of the Act, which permitted the court to make “any interim or final order [the court] considers necessary to prevent or remedy”, the Judge ordered the creation of sections to represent the different interests of the apartment and townhouse owners, as contemplated by s. 191(1)(c) of the **Act**” and also ordered that adjustments be made to the 2005 annual budget to reflect the

expense allocations between the two sections. The court did not order that any adjustments prior to the 2005 budget be made as between the newly created sections.

*Commentary: This decision indicates that a section 164 remedy can include, in the appropriate circumstances, the creation of separate sections and the necessary budget adjustment to address the newly created sections.*

## DEPRECIATION REPORTS – SHOULD YOUR STRATA CORPORATION PREPARE ONE?

*By Jamie Bleay*

When the *Strata Property Act* (the “Act”) came into force in this Province, many of us quietly hoped that strata corporations would embrace section 94 of the Act, which says:

“94 (1) The strata corporation **may** prepare a depreciation report estimating the repair and replacement cost for major items in the strata corporation and the expected life of those items to assist it in determining the appropriate amount for the annual contribution to the contingency reserve fund.

(2) A depreciation report may contain information based on the guidelines for depreciation reports as set out in the regulations and may be in the prescribed form.”

After all, given that strata corporations were required, by section 3 of the Act, to manage and maintain the common property and common assets for the benefit of the owners, it seemed to make sense that strata corporations, especially those constructed in the 70’s and 80’s, would want to ensure that their contingency reserve funds were build up beyond the minimum requirements provided for in the Act and in the Regulations so that there would be sufficient money in the bank when it came time to replace worn out components such as roofs, interior carpeting, elevators, heating/cooling systems etc. or to undertake major repairs. Having sufficient money in the bank when it came time to make these expenditures would enable strata corporations to avoid having to raise money

from their owners by way of one or more substantial special levies or by drastically increasing monthly common expenses. The logic behind section 94 of the Act and section 6.2 of the Regulations seems to be aimed at avoiding, to the greatest extent possible, the dreaded cash calls that owners have come to detest and, in many instances, veto. That regulations says:

“6.2 (1) For the purposes of section 94 of the Act, a depreciation report prepared to assist a strata corporation in determining the appropriate amount for the annual contribution to the contingency reserve fund may estimate the repair or replacement cost for, and the expected life of, each of the items set out below, if applicable to the strata corporation, and any other items that the strata corporation considers should be included:

- (a) the electrical system;
- (b) the heating system;
- (c) the plumbing system;
- (d) the elevators;
- (e) the exterior walls;
- (f) the roof;
- (g) carpeting and furnishings;
- (h) interior and exterior painting;

(i) parking facilities and roadways;

(j) recreational facilities.

(2) The strata corporation's annual contribution to the contingency reserve fund relating to the repair or replacement of each of the items referred to in subsection (1) may be determined according to the following formula:

estimated cost – past contribution
expected life

(3) For the formula in subsection (2):

**“estimated cost”** means the estimated cost to repair or replace;

**“past contribution”** means the amount already contributed to the contingency reserve fund in respect of an estimated cost;

**“expected life”** means the estimated number of years before the cost of repair or replacement is likely to be incurred.

(4) A strata corporation must comply with section 3.4 or 6.1, as applicable, whether or not a depreciation report to assist in determining the appropriate amount for the annual contribution to the contingency reserve fund is prepared.

(5) If a strata corporation contributes to the contingency reserve fund based on a depreciation report, the contributions in respect of an item become part of the contingency reserve fund and may be spent for any purpose permitted under section 96 of the Act.”

Are strata corporations taking advantage of section 94 and doing up depreciation reports? Based on discussions I have had with numerous property managers and strata councils, there are very few strata corporations that have prepared depreciation reports. The main reasons that I have heard for not having them prepared are as follows:

1. The cost to have the report prepared is too expensive;
2. There is nothing wrong with the building; and
3. Why should an owner contribute toward a report and the cost to add to the contingency reserve fund when they might sell and move out before the work is done.

From my perspective, a depreciation report or, as they are sometimes referred to in other Provinces, reserve fund studies, makes good fiscal sense. Strata corporations, many of which have appraised values upward of \$40,000,000.00, need to be proactive when it comes to managing and maintaining their common property and common assets over the life of their building(s). By developing a long-term plan that addresses the foreseeable maintenance and repair costs of a strata corporation, cash calls, while not completely eliminated, can be more readily planned and budgeted for. I would urge owners and property managers alike to look at a depreciation report not as something that is optional and another financial burden; rather to look at it as a mechanism that will provide benefit to current and future strata lot owners and which will significantly improve the overall value and financial viability of a strata corporation.



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Full Page – 7.0”w x 9.5”h	\$400.00	\$750.00	\$950.00	\$1,100.00
Back Cover			\$1,200.00	\$1,500.00
Artwork Set Up & Design				\$25.00/hr.

**\*Full Colour Ads – Payment must be received by CCI Vancouver Chapter prior to printing.**

**\*\*Rates are based on a per issue basis.**

### Advertising Submissions

Please provide photo quality advertisement in either electronic or camera-ready format suitable for scanning (inkjet print-outs are not acceptable). Scanned images must be in high resolution of at least 300 dpi. Electronic files must be submitted in tiff or pdf format. **Note:** PDF files should not be converted from colour to black & white. If the ad is to be in black & white, the original file must be in black & white. If the ad is to be in colour, the original file must be in colour. The ad copy submitted should be sized to the ad requirements (see above ad sizes).

Please call or e-mail for additional specifications. If you do not have an advertisement already prepared, setup is an additional charge at \$25.00 per hour.

Please send advertising submissions to the attention of Jamie Bleay at:

CCI Vancouver Chapter  
Suite 1700 – 1185 West Georgia Street  
Vancouver, B.C. V6E 4E6  
or to the chapter’s e-mail address at: [contact@ccivancouver.com](mailto:contact@ccivancouver.com)



# MEMBERSHIP APPLICATION

MEMBERSHIP FROM JULY 1<sup>ST</sup> TO JUNE 30<sup>TH</sup>

Referred By: \_\_\_\_\_

(For Ambassador Program)

## ■ NEW STRATA CORPORATION MEMBERSHIP: *Please complete all areas*

Strata No.:	No. of Units:	<input type="checkbox"/> Townhouse	<input type="checkbox"/> High-rise
Management Company:		Contact Name:	
Address:		Suite #:	
City:	Province:	Postal Code:	
Phone: (    )	Fax: (    )	Email:	
Strata Corporation Address:		Suite #:	
City:	Province:	Postal Code:	
Phone: (    )	Fax: (    )	Email:	
President:			
Vice President:			
Treasurer:			

Please forward all correspondence to: ☐ Management Company address ☐ Strata Corporation address

Fee: \$ 110.00

## ■ PROFESSIONAL/TRADE SPONSOR SUPPLIER MEMBERSHIP

Name:	Occupation:
Company:	
Address:	
Suite #:	
City:	Province:
Postal Code:	
Phone: (    )	Fax: (    )
Email:	
Full Year Fee: <input type="checkbox"/> Professional Membership ..... \$ 110.00	
<input type="checkbox"/> Trade Sponsor Supplier ..... \$ 110.00	

## ■ INDIVIDUAL STRATA RESIDENT MEMBERSHIP

Name:	
Address:	
Suite #:	
City:	Province:
Postal Code:	
Phone: (    )	Fax: (    )
Email:	
Full Year Fee: \$ 110.00	

Cheques should be made payable to:

**CCI - Vancouver Chapter**  
1700 - 1185 West Georgia Street  
Vancouver, B.C. V6E 4E6  
Attention: Jamie Bleay, President of the Board  
Email: [contact@ccivancouver.com](mailto:contact@ccivancouver.com)  
Website: [www.cci.ca/Vancouver/](http://www.cci.ca/Vancouver/)