

Tel: 403.262.7955
Email: info@mcmproperty.com

Date

Owner Name
Address
City, Province
Postal Code

Dear Owner(s):

Re: TENANT UNDERTAKING
Unit No. XXX, Chaparral Pointe Adult Village

The Board of Directors of *Chaparral Pointe Adult Village* requires all Owners (who are **renting units to tenants**) to submit a Tenant Undertaking, as provided for in the Condominium Property Act.

Please complete the attached form in duplicate and return one (1) to MCM Property Management no later than **Twenty (20) days** subsequent to your Tenant(s) possession date. The Corporation does not require a damage deposit at this time.

Absentee Owners should be aware of their responsibilities with regard to tenants residing on the Condominium property. Absentee Owners are obligated to ensure that their tenants adhere to the By-Laws governing *Chaparral Pointe Adult Village*. The Condominium Property Act, Section 53, states:

Section 53

53(1) *An owner of a unit shall not rent his unit until has has given written notice to the corporation of his intention to rent the unit, setting out*

(a) the address at which he may be served with a notice given by the corporation under section 54 or an originating notice or order referred to in Section 55 or 56, and

(b) the amount of rent to be charged for the unit.

(2) *If an owner of a unit rents his unit it is a condition of that tenancy, notwithstanding anything in the tenancy agreement, that any person in possession of that unit shall not*

(a) cause damage to the real or personal property of the corporation or the common property or

(b) contravene the By-Laws.

(5) The owner of a unit shall give the corporation written notice of the name of the tenant renting the unit within 20 days from the commencement of the tenancy.

(6) Within 20 days of ceasing to rent his unit, the owner shall give the corporation written notice that his unit is no longer rented.

The Board of directors require all Absentee Owners to submit a Tenant Undertaking in regards to the occupiers of the Unit, as provided for in the By-Laws governing Chaparral Pointe Adult Village (in addition to the Condominium Property Act) namely Section No. 49, as follows:

Section 49: LEASING OF UNITS

(a) In the event that any Owner desires to lease or rent his Unit he shall furnish to the Corporation an undertaking, in the form satisfactory to the Corporation, signed by the proposed lessee or occupant, that the proposed lessee or occupant of the unit will comply with the provisions of the Act and of the by-laws of the Corporation. The owners shall not be released of any of his obligations and be jointly and severally liable with the proposed lessee or occupant with respect to such obligations.

(b) The Corporation is authorized to:

(ii) give notices to give up possession of residential units under Section 54 of the Act; and

(iii) make applications to the Court under Section 55 and 56 of the Act.

(c) No tenant shall be liable for the payment of contributions or assessments or common expenses under these By-Laws unless notified by the Corporation that the owner from whom he rents the unit or building is in arrears of payment of contributions, in which case the tenant shall, upon request by the Corporation, deduct from the rent payable to the owner, such arrears contributions and shall pay the same to the Corporation for the purposes of applying that rent against the monthly contributions that are in arrears. Any such payment by the tenant shall be deemed to be a rental payment made by the owner.

The Board also wishes to advise Absentee Owners that if a tenant commits an infraction of the By-Laws, under the Condominium Property Act, the Board has the authority to levy a fine for each infraction. The Board also has the authority to recover costs for any damages resulting from the tenancy. These amounts may be billed directly to the Owner's account, in addition to any costs incurred by the Corporation in the course of resolving the matter.

Your Board of Directors is elected to administer the business of the Corporation and to enforce the By-Laws.

Your immediate and ongoing co-operation is required.

Should you have any questions or concerns, please feel free to contact the undersigned at your convenience.

Yours truly,

**FOR THE BOARD OF DIRECTORS
CHAPARRAL POINTE ADULT VILLAGE**

MCM PROPERTY MANAGEMENT

Ming Chow

Property Manager

Enc.

cc Board of Directors

**UNDERTAKING BY TENANT(S) TO ABIDE BY CONDOMINIUM BY-LAWS
CONDOMINIUM PLAN NO: 9810287**

UNIT No. XX Chaparral Pointe SE, Calgary, Alberta

I/WE the Tenant(s),
(please print in ink) _____

Telephone: Home: _____ Work: _____

Telephone: Home: _____ Work: _____

have been instructed as to the rules and By-Laws of Chaparral Pointe Adult Village
Condominiums and have received a copy of said By-Laws and agree to abide by them.

Our monthly rent is \$ _____

IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THESE
PRESENTS

This _____ day of _____, 20____.

WITNESS:

TENANTS:

cc to:

MCM Property Management
#200, 1010 8th Avenue SW
Calgary, Alberta T2P1J2

Tel: 403.262.7955
Email: info@mcmproperty.com