

CHI DŨI QUẢN TRỊ KỶN Xìn nhló nguoi quĩch nhó	सर्वो महत्वाची खबर आहे की मी म. सुंदर, अध्यक्ष
INFORMACIÒN IMPORTANTE Buesque alguien que le traduzca	중요한 소식을 여러분께 알려드립니다
RENSEIGNEMENTS IMPORTANTS Priez de les faire traduire	これは重要なお知らせです。日本語に翻訳をお願いします。
IMPORTANT INFORMATION Please have this translated	重要資料 請 翻譯

**MINUTES  
STRATA COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 712  
888 BEACH**

*Held on Tuesday, November 27 2018 at 4:30 p.m.  
in the Meeting Room  
1501 Howe Street, Vancouver, BC*

<b>COUNCIL IN ATTENDANCE:</b>	Mike Gallagher	President
	Jeff Sodowsky	Vice-President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Kitty Morgan	
	Daniel Wang	
<b>REGRETS:</b>	Andrew DeBenedictis	
<b>BUILDING MANAGER:</b>	Narendra Chandra	
<b>TRANSITIONS TEAM STRATA MANAGERS:</b>	Xantha Radley	FirstService Residential
	John Boschert	FirstService Residential
	Henry Wang	FirstService Residential
	Andrew Antes	FirstService Residential
<b>GUEST(S):</b>	Deborah Austin	Owner
	Darrin Whitney	FirstService Residential Vice-President, Strata Operations

The meeting was called to order at 4:33 p.m.

**COMMUNICATION PROTOCOLS/EXPECTATIONS**

1. **Council Update:** Jeff Sodowsky has regretfully informed Strata Council that he will be resigning his position directly following this Meeting. The Council would like to sincerely thank Jeff for his contributions to the 888 Beach community.  
  
In order to fill the vacancy, the Strata Council has unanimously appointed Deborah Austin to Council.
2. **Introductions:** Darrin Whitney, FirstService Residential – Vice-President, Strata Operations introduced himself to the Strata Council. The Council was assured that in relation to FirstService Residential’s ongoing pursuit to facilitate and improve effective, timely, and transparent communication with its valued clients such as LMS 712, *Connect 2.0*, an upgraded version of the existing online community website platform, will be

launched shortly. Communication between FirstService Residential, Council and Owners will be further streamlined and the documentation of Meeting Minutes, financial statements, and building notices will be more intuitive. Invitations were also extended to Council Members in relation to in-office seminars familiarizing Council with the enhanced version **FSRConnect™** as well as the digitized Accounts Payable & Invoicing System that FirstService Residential utilizes in service of its clients.

3. ***Building Manager Appointment:*** The Strata Council would like to advise Owners that as of October 29, 2018, Shannon Brown has tendered her resignation to Council. The Strata Council would like to thank her for her contributions to the 888 Beach community. Shannon's last day was November 9, 2018.

The Strata Council has taken into serious consideration Shannon's recommendation that Narendra Chandra assume the position and as such appointed Narendra as Acting Building Manager of LMS 712 as of November 12, 2018. As of December 10, 2018 Narendra will officially assume the role of Building Manager of LMS 712.

## **BUILDING MANAGER REPORT**

### **STAFFING CHANGES**

- Shannon Brown resigned as Building Manager with effect from November 12/18
- Narendra Chandra assumed the duties of Acting BM with effect from November 12/18
- Mohammed Karim took over as the 5 am – 11 am morning concierge from Narendra
- Pro West Security, filled the 9 pm to 5 am shift for Karim

### **RDH**

- RDH was on site for water ingress into TH 8, TH 10, and TH 14.

### **MILANI PLUMBING**

- Temporarily repaired damaged exhaust vents in P2 mechanical room BT
- Approval given to Milani to repair the gas detectors in the parkade – Milani to inform when they would start the work.

### **NIKLS**

- Installed weather stripping in 1702 and 1601 front doors
- Measured TH doors that will be replaced

### **MISC. BUILDING ISSUES**

- Paraspace completed replanting two 4<sup>th</sup> floor planters
- Vanco fire repaired an in suite leaky sprinkler head and submitted a quote to repair OT trouble that showed a missing card
- Pro Can installed temporary coloured LED light in OT roof top mechanical room
- Columbia Seal continued with sealant work on the roof of a townhouse
- Columbia Seal did sealant work for two suites with window leaks
- Blocked garbage chute in BT was unclogged by Danny and Narendra

- Notice was posted in BT mail room and notice boards regarding the use of the garbage chute
- Renovation request was received from a 7<sup>th</sup> floor unit
- Notice sent to all 05 units 6 – 24 floors and 01 and 02 units 25- 33 floors BT after complaint of buckets of water coming down on the balcony. Notices also posted in BT mail room and BT notice boards.
- Email sent to an owner regarding noise complaint against his tenant.
- Rob Cross finished dry wall repair and painting work in the 4<sup>th</sup>-floor hallway of OT
- Rob Cross finished dry wall repair and touch up painting in BT 19<sup>th</sup>-floor after report of damage to the dry wall.
- Received complaints about rooftop planter lights affecting residents in OT as well as some in the neighbourhood

### **APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved and seconded to approve the Minutes of the Strata Council Meeting held October 25, 2018 as circulated. **CARRIED.**

### **TREASURER'S REPORT**

1. **Monthly Statements:** It was moved and seconded to approve the financial statements for October 2018. **CARRIED.**

Owners may go to the Strata's website [www.888beachvancouver.com](http://www.888beachvancouver.com) to view the financial statements. The Owners' Only section of the website can be accessed as follows:

User I.D.	owners
Password	\$B15Sea8

**Accounts Receivable:** The Treasurer reported to the Council that the Strata Corporation's financial health is in good condition. The Strata Manager and the FirstService Residential Accounting Department continue to follow up with Owners in arrears.

For all accounting inquiries, please contact FirstService Resident Accounts Receivable at 604.684.5329 or email [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com).

In accordance with the Strata Bylaws, it is the Owner's responsibility to provide payments on time or a late fine will be assessed to the Owners account on a monthly basis until payment is received in full. Owners are sent all AGM/SGM Minutes which outlines payment terms. Please understand **FSRConnect™** CANNOT automatically deduct Special Levy payments from Owners accounts without Owner approval. Please be advised however that with the new and enhanced PAD Authorization Form such permission may now be given should an Owner tick off the applicable permission box. Please also note that an Owner does not have to re-submit their banking information (as long as it remains the same) just the form itself. Please see the updated version attached to these Minutes for further details.

2. **FSRConnect™ Website:** Owners are highly encouraged to register with FirstService Residential *Connect* Program ([www.fsresidential.com](http://www.fsresidential.com)) where Owners are able to obtain minutes, reports, maintenance notices and Owner's statements. This is beneficial for Owners who are away for extended periods of time to check their accounts and to prevent

late fines, interest and liens against their Strata lot.

Owners on FSRConnect will automatically receive monthly Council meeting minutes, AGM/SGM Notices, building notices and financial statements, etc.

3. **Invoices:** The Strata Manager and Council briefly discussed the online electronic invoicing system, AvidXchange, as well as ongoing approval procedures. Further discussion and a demonstration will be undertaken with the Treasurer.
4. **Audit 2018:** The Strata Council signed the engagement documents for RHN (Reid Hurst Nagy) to perform the annual audit that was approved during the October 25, 2018 Council Meeting.
5. **Insurance Renewal:** It was reported that the annual insurance renewal is coming due. The Council reported that the premium rate for coverage was guaranteed to remain the same from Hub Coastal for 2019. The only contributing factor to any increase in premium for the Strata Corporation's insurance for the coming year is any increase in the appraised building value.

After some discussion, the Strata Council unanimously approved to pay the upcoming insurance renewal premium in full from the Strata Corporation's Operating Fund.  
**CARRIED.**

6. **Year-end/Budget & AGM Planning:** The upcoming budget and additional Annual General Meeting items were briefly discussed; a tentative date for the AGM has been set for early March 2019. The Treasurer had previously requested that the Transitions Team obtain confirmation from the regular vendors of LMS 712 – 888 Beach to provide any proposed upcoming contract increases for 2019. This information was compiled, summarized, and submitted to Council for review at this Meeting.

## **COMMITTEES**

7. **Elevators:** The primary objective of the Elevator Committee at this time is to focus on the regular maintenance deficiencies as identified in the Elevator Maintenance Inspection Report produced by KJA Consultants Inc. in conjunction with the current Depreciation Report Update. The Strata Manager advised that as ThyssenKrupp is the Strata Corporation's regular maintenance provider, these deficiencies should be covered under LMS 712's monthly elevator maintenance contract.

The Transitions Team has and will continue to follow up with the District Sales Representative for ThyssenKrupp to ensure that proper scheduling is finalized and provided to Council and the Elevator Committee for tracking and monitoring. The status of a mandatory Safety Authority fire key upgrade will also be addressed at the same time.

8. **Landscaping:** The ongoing landscaping was discussed in detail. The Strata Council briefly reviewed the projected expenses from the ongoing contract and have confirmed that Paraspace Landscaping will continue on as the landscaping vendor in the New Year. The Council briefly discussed the various add-ons and optional services that are available in the contract and will discuss further in terms of allocating appropriate budget funds for a portion of these items.
9. **Fitness Centre:** No report this month.

10. **Refurbishment:** It was reported that the carpet insets in two elevator lobbies have begun to be pulled loose. The Council discussed the repair of these loosened edges and have requested for the Building Manager to further investigate the possibility of having the installer source the similar carpeting that is being used in the Building Manager's office as this material seems more durable. A member of Council met with Mr. Burritt of the carpet company to identify the repairs that were required.

### **REPORT ON LITIGATION**

The *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation. To the best of our knowledge there is no litigation to report.

### **BUSINESS ARISING**

11. **Maintenance:**

- (a) **Townhouse Steps and Door Replacement:** The Building Manager reported that re-tiling of the steps of the townhomes has been completed. The associated lights for the steps have been ordered and will be installed in due course. The doors have been measured and ordered.

The Building Manager advised that there was one door that is slightly different from the rest of the doors and frame. It was moved and seconded to approve the quotation for this door. **CARRIED.** The Council expressed concern that some of the door hardware may need to be replaced, as was the case with a previously completed replacement. The Building Manager will follow up with Nikls "One Call" Property Services.

- (b) **Elevator – key switch replacement:** The Strata Council briefly discussed the progress of the key switch upgrade. The Strata Manager was requested to follow up with ThyssenKrupp in terms of what has been initiated in relation to this work.

It was also brought up that some elevator lights and bells are not functioning at this time. The Strata Manager was requested to further follow up regarding these maintenance items.

- (c) **Rooftop Planters:** The Building Manager reported that the lights in the rooftop planters area have been completed. The Strata Council was advised that there was a complaint received from a neighbouring building that the lights were too bright in the evenings. The Building Manager advised that the lights could possibly be repositioned and/or tilted to reduce the glare.
- (d) **Vanco Repair Work:** The Building Manager advised that Vanco Fire Protection has completed the repair of a P2 sprinkler pipe, and the signal card replacement for the fire panel has been ordered. The Strata Manager will ensure that Vanco also has authorization for the winterization of the dry sprinkler system.
- (e) **CO Sensor and Gas Detector Repairs:** The Building Manager confirmed that Milani has already been provided approval for the repair work in relation to the CO sensor/gas detector.

**CORRESPONDENCE**

1. ***Owner Reimbursement for Damaged Car Cover:*** The Strata Manager reported to Council that the reimbursement to the Owner for the damaged car cover has been issued.
2. ***Townhouse Leaks:*** The Strata Council reviewed correspondence received from Residents regarding reported water ingress into their units. The Strata Manager advised that RDH Building Science is still in the process of fully sourcing the leaks. The Strata Manager advised Council that she will follow up with one Townhouse Owner to determine whether or not emergency restoration has been undertaken or is still required.
3. ***Renovation Request:*** The Strata Council reviewed a renovation request received from an Owner. The Council has since requested additional supporting documentation from the Owner directly prior to granting an approval.
4. ***Drip Charger Installation:*** The Strata Council reviewed correspondence from an Owner requesting the installation of a drip charger. The installation of electrical outlets for the purpose of keeping a car battery charged during an Owner's extended absence has been approved by Council. An Owner interested in installing an electronic outlet needs to make an application to the Building Manager. A trickle charge, however, is not suitable for charging an electric car's battery. Council does, however, recognize that the need for electric car charging station(s) onsite is fast approaching and will have to be addressed in the near future.
5. ***Request for Storage in Parkade:*** The Strata Council reviewed correspondence from an Owner requesting storage for a kayak. After some discussion, the Council agreed that unfortunately at this present time LMS 712 is not properly equipped to grant the approval of such. The Building Manager will contact the Owner to advise.
6. ***Revised Chargeback Invoice:*** The Strata Manager advised Council that an Owner discussed directly with Milani Plumbing & Heating a charge for a recent service call to their unit. The Strata Manager reported that the Strata Corporation had already paid the applicable invoice prior to the agreed upon reduction and has since made arrangements with Milani to have the credit applied to a separate and as yet unpaid Strata Corporation invoice.
7. ***Invoice Reimbursement Request:*** The Strata Council reviewed correspondence from a commercial Strata Lot Owner requesting reimbursement for emergency plumbing repairs in relation to a leak emanating from common property into the commercial unit. After some discussion, it was agreed to reimburse the Owner's vendor for the emergency work as the Strata Corporation's trade was unable to attend right away and the loss and damage needed to be mitigated.
8. ***Commercial Space Inquiry:*** The Strata Council reviewed correspondence from a commercial Strata Lot Owner inquiring about the usage of the commercial space and permitted types of retailers. After some discussion, Council is of the understanding that the suggested potential type of retailer would be in contravention with the City of Vancouver bylaws and have requested for the Strata Manager to advise the same.
9. ***Bylaw Violation Report:*** Council briefly reviewed the Violations by Unit Detail Report, however there were no new violations which required Council to action at this time.

**NEW BUSINESS ARISING**

1. **Bylaw Review:** Due to recent legislative changes in relation to the consumption and cultivation of cannabis, short-term rentals, surveillance, and use of property, the Strata Manager advised Council that a full review of the Strata Corporation's bylaws completed by a qualified lawyer specializing specifically in strata law may be in order. The Transitions Team agreed to obtain some quotations for Council to review.
2. **Air-Condition Installation Request:** The Strata Council is in receipt of multiple requests for the installation of window-type air conditioning units. The Strata Manager was requested to reach out to RDH Building Science to provide Strata Council and all LMS 712 Owners with further details and/or guidelines in terms of air conditioner installations, including but not limited to, the brand and model of unit as well as process/procedures for installation. Owners are advised that any renovation(s) that involves the building envelope and potentially compromising such are not likely to be approved at present pending further professional review and specifications.

**TERMINATION OF MEETING**

There being no further business, the Council Meeting was terminated at 7:03 p.m.

**Next meeting:** Tuesday, January 22, 2019 at 4:30 p.m.

**FirstService Residential BC Ltd.**

Xantha Radley  
Strata Manager  
*Per the Owners*  
Strata Plan LMS 712

XR/py

**Email:** info.bc@fsresidential.com

**General:** 604.683.8900 (24 hours' emergencies)

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There being no further business, the Council Meeting was terminated at 7:03 p.m.

**Next meeting:** Tuesday, January 22, 2019 at 4:30 p.m.

**FirstService Residential BC Ltd.**

Xantha Radley  
Transitions Team Strata Manager  
*Per the Owners*  
Strata Plan LMS 712

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## **PRE-AUTHORIZED DEBIT (PAD) AGREEMENT - STRATA**

### **Terms and Conditions:**

1. I/We acknowledge that I/we are participating in a PAD plan established by FirstService Residential and I/we participate in this PAD plan upon all terms and conditions set out herein. FirstService Residential reserves the right to reject my/our application or discontinue the service.
2. I/We warrant and guarantee that all persons whose signatures are required to sign on this account have signed this agreement.
3. I/We acknowledge that this PAD authorization is provided for the benefit of FirstService Residential and the processing institution administering the account, and is provided in consideration of the said processing institution agreeing to process these PADs against my/our bank account in accordance with the rules of the Canadian Payments Association.
4. I/We hereby authorize FirstService Residential on behalf of our Strata Corporation and its processing institution to debit my/our bank account on the 1<sup>st</sup> day of each month:
  - All recurring monthly strata fees and/or charges (e.g. parking and lockers etc.); and/or
  - All approved special levy(ies) and assessment(s); and/or
  - Any one-time retroactive strata fees/charges adjustments; and/or
  - Any one-time sporadic debit of any kind (e.g. a “catch-up” payment on previous outstanding strata fees for 1<sup>st</sup> time PAD enrolment, NSF administration fee, etc.) as authorized by me/us.

I/we understand that the amount of strata fees may be increased or decreased based on the approved budget as adopted by my/our strata corporation from time to time. **I/We agree to waive the requirements for pre-notification including, without limitation, pre-notification of any changes in the amount of the PAD due to a change in strata fees, charges, special levies and assessments or adjustments.**

5. I/We acknowledge that delivery of this authorization to FirstService Residential constitutes delivery by me/us to the processing institution.
6. I/We understand that this authority is to remain in effect until FirstService Residential has received written notification from me/us of its change or termination. The notification must be delivered to the office of FirstService Residential at least ten (10) business days in advance of the next PAD withdrawal. I/We may obtain a cancellation form or more information on my/our right to cancel our PAD Agreement by contacting the office of FirstService Residential or by visiting [www.cdnpay.ca](http://www.cdnpay.ca).
7. I/We undertake to inform FirstService Residential immediately, in writing, of any change in the account (e.g. account closure, change of account number, etc.) or other information (e.g. mailing address, phone number etc.) provided in this authorization.
8. I/We understand that a NSF administration fee will apply to my/our account should my/our PAD be returned due to insufficient funds, account closure, or account freeze, etc. It is my/our responsibility to ensure the balance in my/our bank account is sufficient to cover the PADs.
9. I/We have certain recourse rights if any debit does not comply with this agreement. For example, I/We have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. I/We may obtain more information on my/our recourse rights by contacting my/our financial institution or the office of FirstService Residential.
10. I/We understand the personal information provided in this PAD Agreement is for purposes of identifying and communicating with me/us, processing payments, responding to emergencies, ensuring the orderly management of the strata corporation and complying with legal requirements. I/We hereby authorize the strata corporation to collect, use and disclose my/our personal information for these purposes.

**Please Retain This Page For Your Reference. Thank You.**

# PRE-AUTHORIZED DEBIT (PAD) AGREEMENT

This service is for: Individual PAD \_\_\_\_ Business PAD \_\_\_\_ (Please check)

## PERSONAL INFORMATION

Effective Date: \_\_\_\_\_

Name of Owner(s)	Strata Plan	Strata Lot	
Address of Strata Lot	City	Province	Postal Code
Mailing Address (If different from above)	City	Province	Postal Code
Phone Number (Res.)	(Bus.)	(Cell)	Email Address

Please check to authorize withdrawal of other monthly charges in addition to your strata fees:

Storage/locker    Parking    **Special levies**    Specify Others: \_\_\_\_\_

## BANK INFORMATION – Please choose one of the following:

- Void cheque attached – name(s) on cheque must match name(s) of the legal owner(s) on title. If someone other than the legal owner(s) is making the payment, please complete below information.**

Name	Relation to Applicant
Address	Phone Number

## ATTACH VOID CHEQUE HERE

- Or, If your account does not provide cheques, please have your bank fill out the information below to ensure the account is coded correctly and will allow pre-authorized payment.**

Financial Institution Number: [ ][ ][ ]	Branch Transit Number: [ ][ ][ ][ ][ ]	Deposit Account Number: [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]
Chequing Account ____ Savings Account ____ (Please check)		

Name of Financial Institution	Branch Address
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## AUTHORIZATION

**PLEASE NOTE THIS FORM MUST BE RECEIVED IN OUR OFFICE NO LATER THAN THE 20TH OF THE MONTH PRIOR TO THE MONTH THE PAD IS TO COMMENCE. Please enclose a cheque for any balance owing prior to the PAD effective date OR initial below to authorize a one time catch-up payment.**

**I/We hereby authorize FirstService Residential (FSR) to withdraw any outstanding strata fees from the attached bank account information starting from commencement of FSR management and/or my/our strata fees commencement date.**

**Initials**

By signing this authorization, I/We acknowledge that I/we have read, understood and accepted all the provisions in the Terms and Conditions on Page 1 of this Pre-authorized Debit Agreement, a copy of which has been provided to and retained by me/us.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of payer(s)

When the form is complete, mail or email to:

**FirstService Residential**  
Attention: Accounts Receivable  
200 Granville Street, Suite 700, Vancouver, B.C., V6C 1S4  
Email: [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com)



### 自動轉帳(PAD)協議

#### 條款:

1. 我/我們確認我/我們參加由 FirstService Residential 設立的自 PAD 計劃，及其中所有條款。FirstService Residential 有權拒絕我/我們的申或終止該項服務。
2. 我/我們保證及承諾，所有在本帳戶上需要簽名人仕的簽名已在此協議上簽署。
3. 我/我們確認向 FirstService Residential 提供的 PAD 授權，是為了方便 FirstService Residential 及處理機構來管理該帳戶，而該項提供亦是考慮到該處理機構同意依照加拿大付款協會的規則，為我/我們的銀行帳戶處理該等 PAD。
4. 我/我們在此授權 FirstService Residential 代表我們的業主立法法團及其處理機構在每月的第一天在我/我們的銀行戶口扣除：
  - 所有經常性的每月管理費及/或收費(例如泊車及儲物櫃等)；及/或
  - 所有已通過的特別徵費及收費；及/或
  - 任何一次性追溯的管理費/收費調整；及/或
  - 由我/我們授權扣除一次性指定類別的款項(例如，第一次參加 PAD 拖欠之前管理費要“補足”付款，存款不足行政費等)。

我/我們明白，管理費的金額可能增加或減少，是按我/我們業主立法法團不時通過的預算而定。我/我們同意豁免事先通知的要求，包括，沒有設限，事先通知 PAD 金額有任何改動，因為管理費有改變，收費，特別徵費及收費或調整。

5. 我/我們確認，向 FirstService Residential 發出此授權，即構成由我/我們向處理機構發出一樣。
6. 我/我們明白，此項授權維持有效，直至 FirstService Residential 收到我/我們的書面通知作出改動或終止。該項通知必須至少在下次 PAD 提取前的十個工作天送到 FirstService Residential 的辦公室。就我/我們取消 PAD 協議的權利，我/我們可聯絡 FirstService Residential 辦公室索取表格或更多資料，或瀏覽網址 [www.cdnpay.ca](http://www.cdnpay.ca)。
7. 在此項授權中提供事項有任何改動，我/我們承諾即時以書面通知 FirstService Residential，如帳戶有任何改動(例如取消帳戶，更改帳戶號碼等)或其他資料(例如郵寄地址，電話號碼等)。
8. 我/我們明白，如果我/我們的 PAD 因存款不足，戶口取消或戶口凍結等而遭到退回，將會對我/我們的帳戶收取 NSF 行政費。我/我們有責任確保我/我們銀行帳戶的結餘有足夠存款應付 PAD。
9. 如果有任何不符合本協議的扣帳，我/我們有一定的追索權利。例如，任何扣帳未獲授權或與本 PAD 協議不一致，我/我們有權收回退款。我/我們可聯絡我/我們的財務機構或 FirstService Residential 的辦公室，就我/我們的追索權利取得更多資料。
10. 我/我們明白，在此 PAD 協議所提供的個人資料，其目的是為了確認及與我/我們聯絡，處理付款，回應緊急事故，確保業主立法法團得以有效管理，及符合法律要求。我/我們在此授權業主立法法團去收集，使用及披露我/我們的個人資料作此等用途。

請保留此頁供您參考，感謝您。

## 自動轉帳(PAD)協議

此項服務是: 個人 PAD 商業 PAD (請選擇)

個人資料有效日期: \_\_\_\_\_

業主姓名 \_\_\_\_\_ 法團編號 \_\_\_\_\_ 分契單位 \_\_\_\_\_

分契單位地址 \_\_\_\_\_ 市 \_\_\_\_\_ 省 \_\_\_\_\_ 郵編 \_\_\_\_\_

郵寄地址(如與上述不同) \_\_\_\_\_ 市 \_\_\_\_\_ 省 \_\_\_\_\_ 郵編 \_\_\_\_\_

電話號碼(家) \_\_\_\_\_ (公司) \_\_\_\_\_ (手機) \_\_\_\_\_ 電郵信箱 \_\_\_\_\_

除了您的管理費外，請以“X”記號表示授權提取其他收費:

儲物室/儲物櫃  泊車位  特別徵費  其他 (請詳列): \_\_\_\_\_

銀行資料 - 請選以下其中一項:

夾附空白支票 – 支票上的姓名必須與業權上的合法業主姓名一致。如果由非合法業主繳交款項，請填寫以下資料。

姓名 \_\_\_\_\_ 與申請人關係 \_\_\_\_\_

地址 \_\_\_\_\_ 電話號碼 \_\_\_\_\_

### 在此夾附 空白支票

或者，如果您的帳戶不提供支票，請您的銀行填寫以下的資料，以確保帳戶的號碼是正確的，並將可容許自動轉帳付款。

帳付款。

財務機構號碼:

\_\_\_\_\_

分行中轉號碼:

\_\_\_\_\_

支票帳戶

存款帳戶號碼:

\_\_\_\_\_

儲蓄帳戶(請選擇)

財務機構名稱 \_\_\_\_\_

分行地址 \_\_\_\_\_

## 授權

請注意，本公司必須在PAD 開始之前一個月的20號收到此表格。

如在PAD 開始之前有任何欠款，請附上支票繳交餘額，或在以下方格內簡簽，授權本公司作一次性提取追溯的管理費。

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簡簽

我/我們授權 FirstService Residential (FSR) 從附上的銀行資料提取任何拖欠的管理費，由FSR 開始管理及/或由我/我們開始繳交管理費。

簽署此授權，我/我們確認我/我們已經閱讀，明白及接納在自動轉帳協議第一頁中的所有條款，我/我們亦獲提供一份副本並由我/我保存。

日期 \_\_\_\_\_

付款簽名 \_\_\_\_\_

填妥本表格後，郵寄或電郵至:

**FirstServiceResidential**

Attention:AccountsReceivable

200GranvilleStreet,Suite700,Vancouver,B.C.,V6C1S4

Email: [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com)