



Airport Square, 815 – 1200 West 73rd Avenue, Vancouver, B.C., Canada V6P 6G5 ♦ 604-261-0285 ♦ FAX 604-261-9279
PROPERTY MANAGEMENT SERVICES

Strata Plan: _____ Strata Lot: _____ Unit Address: _____

EMERGENCY CONTACT FORM

Dear Owner:

Occasionally, a situation will arise which makes it imperative to enter individual apartment units to correct a problem. This is to be expected in condominium living.

Unfortunately, emergency entrance to a unit can be hampered when Residents are away on vacation or absent for extended periods. This can result in extensive damage to the building or the individual apartment unit simply because there was no way to contact the Resident.

In order to avoid this problem, would you kindly provide this office with telephone numbers where you may be reached at home, cellular or at work, along with an emergency contact. You may be assured this information will be kept confidential. **Please remember to provide us with updated information if the information below changes at any time during your ownership or occupation at the address below.** Thank you.

Owner Name(s): _____ Additional Owner(s): _____
Home No.: _____
Work No.: _____
Cellular No.: _____
E-mail: _____

Mailing Address:

Same as Unit Address or: _____

Emergency Contact: _____ Contact No.: _____

No. of Occupants: _____ Name of Occupants: Same as Owner(s) and / or:

Tenant Name(s): _____ Additional Tenant(s): _____
Home No.: _____
Work No.: _____
Cellular No.: _____
E-mail: _____
Emergency Contact: _____ Contact No.: _____

Additional information I feel may assist you in the event of an emergency: _____

I understand the personal information provided above is for purposes of complying with legal requirements, identifying and communicating with me, my Tenant, or my emergency contact if necessary, and ensuring the orderly management of the Strata Corporation. I hereby authorize The Wynford Group to collect, use and disclose the personal information above for these purposes.

Date: _____ Owner Signature: _____

Please return this completed form as soon as possible to The Wynford Group.