THE ORCHARDS

Transfer of Orchards Clubhouse Facility & Park Privileges

This form is for Landlords who would like to transfer their Clubhouse privileges, to allow tenants to access the Clubhouse facilities and park access as well as the resident rates for programs and rentals.

I/We are the current owners of:

Unit # _____ Address _____

Postal Code _____ E-Mail _____

Hereby transfer my/our membership to my/our tenants (please print)

Tenant Name	Last Name	Date of Birth (dd/mm/yyyy)	Gender (M/F)	Email (for online access)

Their tenancy/lease is effective: _____, 20_____ and expires: _____, 20_____
Tenancy/Lease Start Date Expiry Date

____ ORA fees must be in good standing before privileges can be transferred to your tenants
____ Either the owner OR the tenant(s) can have an active ORA membership card, not both
____ The tenant(s) must bring in their Tenancy Agreement to the office as proof of residency with their driver's license with the Orchards address and the tenants name on it
____ It is the owner's responsibility to give written notice to the ORA of any tenancy changes/updates
____ It is the owner's responsibility to give written notice to the ORA if he/she would like correspondence (including invoices) sent to an alternate mailing address

Alternate Mailing Address (please print clearly): _____
_____ Postal Code: _____

☐ I/We have made the tenant aware of all of the rules and regulations of the ORA

_____ _____ _____
Owner/Landlord (signature) Name (please print) Phone #

_____ _____ _____
Owner/Landlord (signature) Name (please print) Phone #

Signed on this _____ day of _____, 20 _____

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