

RPHOA Secondary Suite Access Application



As part of the Rockland Park master-planned community, Brookfield Residential incorporated the Rockland Park Homeowners Association (RPHOA), which will be responsible for the maintenance of certain amenities within the community. These amenities complement Rockland Park's overall development concept and clearly distinguish Rockland Park from other communities. Annual fees are mandatory to ensure sustainability and to cover operating and maintenance costs of the Association, including the Rockland Park amenities. Each property will be subject to an annual charge evidenced in the form of an Encumbrance registered on title, securing payment to the Association. This annual charge permits residents in one (1) suite of the home to access to the RPHOA park/facility. If additional suite(s) in the home would like access to the RPHOA park/facility, access for renters in the additional suite(s) may be purchased as an annual access pass for the full fiscal year of April 1 - March 31 at the current multi-family rate or a 10 Visit Access Pass valid until March 31st of the fiscal year when it was purchased for \$300. This access must be purchased annually each fiscal year (April 1 - March 31) and is non-refundable.

THE FOLLOWING FORM MUST BE COMPLETED TO APPLY FOR SECONDARY SUITE ACCESS.

The General Manager will contact the primary homeowner to arrange for payment once the application has been processed.

Rockland Park Main Suite Address _____

Rockland Park Main Suite Postal Code _____

Property Legal Description _____
Plan Block Lot Unit (if applicable)

Rockland Park Secondary Suite Address _____

Rockland Park Secondary Suite Postal Code _____

Homeowner on Title 1

Full Name: _____

Primary Phone Number: _____

Email Address: _____

Mailing Address: _____

(If different from Rockland Park Civic Address)

Homeowner on Title 2

Full Name: _____

Primary Phone Number: _____

Email Address: _____

Primary Renter of Secondary Suite

Full Name: _____

Primary Phone Number: _____

Email Address: _____

Type of Access Requested:

☐ Full Annual Access Pass (April 1 - March 31) @ Multi-Family Rate or ☐ 10 Visit Access Pass \$300.00

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Additional Residents Living in the Secondary Suite

Please complete the following information for all occupants living in the Secondary Suite of the home in order to receive Rockland Park Homeowners Association (RPOA) access cards. Access cards will be available once the application has been processed and paid in full.

First Name	Last Name	Date of Birth (dd/mm/yy)	Relationship to Member (Adult / Parent / Child / Tenant)

RPHOA will require 1 piece of ID and a copy of the Renter's Agreement, before a permanent annual access card will be issued. This includes proof of address for any additional residents. We accept Alberta Health Cards and Birth Certificates for members between the ages of 12 to 17 years old. Membership cards are required for all members aged 12 and older. Children aged 12-17 must come with a parent or guardian to receive their card.

Please note that the Articles of Association require Homeowners to notify the RPHOA of all ownership and renter changes. RPHOA's Privacy Policy is in compliance with and adheres to Alberta's Personal Information Protection Act. Please contact RPHOA for a copy.

Disclaimer: RPHOA is permitted to send members notifications regarding Annual Fees and the Annual General Meeting electronically. If you would like to receive RPHOA's monthly newsletter and additional information about the RPHOA, please opt-in.

- ☐ I consent to receive electronic messages (e-Newsletters) from the Rockland Park Homeowners Association (RPHOA) containing news, events, updates, and promotions regarding all RPHOA activities. I understand that I can withdraw my consent at anytime by clicking on the "unsubscribe" button located at the bottom of any e-Newsletter.
- ☐ I confirm that all the information provide above is true and accurate.

Signature: _____

Date: _____