



# RPHOA Secondary Suite Access Application



## 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: \_\_\_\_\_