



## AVONLEA STRATA PLAN LMS 101

ANNUAL GENERAL MEETING MINUTES  
WEDNESDAY, FEBRUARY 26, 2014, 7:00 PM

**COUNCIL PRESENT:**

Brian Arnold	President
Carol Ohno	Vice President
Alicia Churchill	Council Member
Morris Kozoroski	Council Member
Mike McDonald	Council Member
Scott Webber	Council Member

**COUNCIL REGRETS:**

Al Abdulla	Treasurer
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**MANAGEMENT PRESENT:**

Dan Bourke, Property Manager  
Pacific Quorum Properties Inc.  
dan@pacificquorum.com / direct line: 604-306-9111

1. **CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Brian Arnold, Council President.

2. **CALLING THE ROLL, CERTIFYING PROXIES & ISSUING VOTING CARDS**

Dan Bourke, Property Manager, confirmed that thirty-one (31) of the fifty-nine (59) units eligible to vote were present – 27 in person and 4 by proxy – meeting the 33% requirement of the *Strata Property Act* to conduct business at the Annual General Meeting (AGM) and that the proxies received appear to be correct. It was also noted that notice of the AGM was given fourteen (15) days were given in advance of the meeting date as required.

3. **OPENING REMARKS**

Brian Arnold, Council President, thanked all the Owners for attending the meeting this evening and reviewed various aspects of the operations of the Strata Corporation over the last twelve (12) months including a short review of the water main repair project, installation of the new front entrance sign, and completion of a number of capital projects outlined at the Special General Meeting last September.

4. **ADOPTION OF AGM MINUTES OF MAR. 7, 2013 & SGM MINUTES OF SEPT. 25, 2013**

It was:

**MOVED/SECONDED (#53 / #19)**

To approve the minutes of the last Annual General Meeting of March 7, 2013 and Special General Meeting minutes of September 25, 2013

**CARRIED**

5. **INSURANCE OVERVIEW**

Dan Bourke, Property Manager, reviewed for the Owners the current Strata Corporation property insurance policy with a current value of \$17,700,000.00 and various deductibles related to specific coverages contained in the policy. Dan noted that specific coverages related to living out expenses if an Owner is displaced from their townhome as well as the 100% Guaranteed Replacement Cost coverage in the event of a claim in excess of the face value of the policy.

**VANCOUVER OFFICE:**

Suite 430 – 1200 West 73<sup>rd</sup> Avenue  
Vancouver, BC V6P 6G5  
Tel: 604-685-3828 Fax: 604-685-3845

[www.pacificquorum.com](http://www.pacificquorum.com)

**SURREY OFFICE:**

Suite 408 – 7337 137<sup>th</sup> Street  
Surrey, BC V3W 1A4  
Tel: 604-635-0260 Fax: 604-635-0263

Other coverages related to the homeowner's insurance policy with respect to water damage or any other deductibles charged back to the Owner in the event that damage occurs, which is a result from an incident inside the strata lot as well as tenant improvements not covered by the Strata Corporation's policy

**INSURANCE NOTICE**

**DEDUCTIBLE CHARGE-BACK:**

Please note that subject to your bylaws owners may be responsible for the Strata Corporation's insurance deductible in the event of a claim which emanates from within an owner's unit. Owners should ensure that coverage for such deductible charge backs are added to their individual homeowner's insurance.

**The current water escape deductible is \$7,500.00.**

*(Please refer to the insurance cover note to review additional important deductible information).*

**OWNER IMPROVEMENTS / BETTERMENTS:**

Please note that any in-unit upgrades and/or betterments completed by the current or any prior owner will not be covered under the Strata Corporation's insurance policy. Owners must ensure that any upgrades and/or betterments are covered under their personal homeowner insurance policy.

**6. MAJORITY VOTE – CONSIDERATION OF 2014 OPERATING BUDGET**

Dan Bourke reviewed the Strata Corporation's financial operations for the previous twelve (12) months and reported that as of December 31, 2013, the Strata Corporation was on budget, reporting only a \$60.27 deficit and that the Strata Corporation had \$18,577.80 in the Operating Funds account and \$155,630.57 in the Contingency Reserve Fund. He then went on to review the proposed 2014 Operating Budget which presented with a 5% increase to strata fees effective January 1, 2014 and outlined various changes reflected in the budget to snow removal, landscape improvements, and repairs and maintenance.

It was:

**MOVED/SECONDED (#19 / #53)**

To approve the proposed 2014 Operating Budget as presented

**CARRIED**

**7. ¾ VOTE RESOLUTION #1 – Approve Addition of Bylaw 5(8) – Household Garbage**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the addition of Bylaw 5(8) to Section 5 Household Garbage to read as follows:

5 (8) Owners or occupants shall not compost on common property or adjacent to common property in green belts.

It was:

**MOVED/SECONDED (#17 / #44)**

To approve the addition of Bylaw 5(8) as indicated. After a short discussion, the vote was called.

**CARRIED UNANIMOUSLY**

**8. ¾ VOTE RESOLUTION #2 – Approve Addition of Bylaw 11(6) – Rentals**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the addition of Bylaw 11(6) to Section 11 – Obtain Approval before Renting out a Strata Lot to read as follows:

- 11 (6) All rentals must be in the form of a lease for a period of at least 1 Year with a copy of the lease agreement submitted to Council along with the tenant information, Form K, and owners contact information within two weeks of the lease agreement being in effect.

It was:

**MOVED/SECONDED (#47 / #51)**

To approve the addition of Bylaw 11(6) as indicated.

**CARRIED**

9. **¾ VOTE RESOLUTION #3 – Approve Amendment to Bylaw 7(2) – Parking**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the amendment of Bylaw 7(2) to Section 7 – Parking and Driving Vehicles from:

- 7 (2) Only private passenger automobiles and vans may be parked on common property. Owners or occupants may not park or store commercial or recreational vehicles, trailers, boats, equipment of any kind, or oversized vehicles (which cannot be parked in a given unit's garage) on common property.

**To be amended to:**

- 7 (2) Only private automobiles, vans, ¾ or ½ ton trucks may be parked in designated stalls on common property. All other vehicles are prohibited.

It was:

**MOVED/SECONDED (#36 / #17)**

To approve the resolution as indicated. After a short discussion, an amendment was proposed.

It was:

**MOVED/SECONDED (#1 / #19)**

To delete the second word “private” from the Bylaw. A vote was called, and the amendment approved.

**30 in favour and 1 opposed**

A vote was then called on the original resolution as amended.

**CARRIED**

**30 in favour and 1 opposed**

10. **¾ VOTE RESOLUTION #4 – Approve Amendment to Bylaw 7(6) – Parking**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the amendment of Bylaw 7(6) to Section 7 – Parking and Driving Vehicles from:

- 7 (6) Vehicles must not park in front of any unit where the vehicle is parallel to the garage door or where any wheels are on the LMS 101 roadway.

**To be amended to:**

- 7 (6) Only private automobiles, vans, ¾ or ½ ton trucks may be parked in front of garage doors as long as all wheels are not on LMS 101 roadway.

It was:

**MOVED/SECONDED (#36 / #1)**

To approve the resolution to amend Bylaw 7(6) as indicated. After a lengthy discussion, a vote was called.

**DEFEATED**

*30 in favour and 1 opposed*

**11. ¾ VOTE RESOLUTION #5 – Approve Removal of Bylaw 7(10) – Visitors Parking**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the removal of Bylaw 7(10) of Section 7 – Parking and Driving Vehicles that read as follows:

7(10) Visitors are permitted to park within the designated visitors parking area for up to seven consecutive days or ten days in any given month.

It was:

**MOVED/SECONDED (#47 / #1)**

To approve the removal of Bylaw 7(10) – Visitor Parking as indicated. After a short discussion, a vote was called.

**CARRIED**

*30 in favour and 1 opposed*

**12. ¾ VOTE RESOLUTION #6 – Approve Removal of Bylaw 7(11) – Parking Extension**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the removal of Bylaw 7(11) of Section 7 – Parking and Driving Vehicles that read as follows:

7(11) Extensions to (10) may be obtained by submitting a written request to any strata council member. This request must be received a minimum of 15 days before the start of the requested extension.

It was:

**MOVED/SECONDED (#53 / #57)**

To approve the Resolution as presented

**CARRIED**

*30 in favour and 1 opposed*

**13. ¾ VOTE RESOLUTION #7 – Approval of \$36,000.00 Special Assessment – Exterior Maintenance**

**Be it resolved:**

**That the Owners, Strata Plan LMS 101** approve the expenditure of **Thirty-Six Thousand (\$36,000.00) Dollars** for the purpose of completing Exterior Maintenance Projects. The funds required for this expenditure shall be raised by levying a special assessment in the amount of **Thirty-Six Thousand (\$36,000.00) Dollars** against the strata lot owners in proportion to the unit entitlement of their respective strata lots.

The Special Assessment is due upon passing of this resolution but for financial convenience only, may be paid in three equal installments on **March 31, 2014, June 30, 2014, and September 28, 2014** per the attached Schedule.

This special assessment shall be considered part of the common expenses of the Strata Corporation, and Section 116 of the *Strata Property Act* of British Columbia shall be applicable where an owner fails to make the required payment as authorized by the passing of this resolution. The Strata Corporation agrees that interest calculated at 10% per annum and late fines shall be charged on all special assessment amounts in arrears in excess of thirty (30) days.

It was:

**MOVED/SECONDED (#44 / #17)**

To approve the resolution as presented. After a review of various improvement projects and a slide presentation showing various areas around the property that are in need of repair, a vote was called.

**CARRIED UNANIMOUSLY**

**NOTE: REGARDING SPECIAL ASSESSMENT PAYMENTS**

Please note with the passing of the above special assessment (see attached assessment payment schedule), payment is due March 31, 2014, June 30, 2014 and September 28, 2014.

**Owners wanting to pay by automatic bank withdrawal:** Please note that special assessment payments **will not** be automatically debited from your bank account. Please submit the attached **Pre-Authorized Debit Adjustment Form** (located at [www.pacificquorum.com/forms-documents](http://www.pacificquorum.com/forms-documents)) if you would like to make your assessment payment(s) by automatic bank withdrawal.

**Owners wanting to pay by cheque:** Please submit a cheque in the special assessment amount. The cheque must be made out “LMS 101” with “Special Assessment” in the notes section and submitted via mail or in person to the Pacific Quorum office.

If you require any information regarding your account please contact your property accountant, Maria at 604-685-3828.

**14. ELECTION OF 2014 STRATA COUNCIL**

The Strata Council was thanked for all their efforts over the last twelve (12) months with respect to the operations of the Strata Corporation specifically with dealing with the water main repair project as well as other issues relating to the Strata Corp as their term of office expires as of this meeting, the floor was opened for nominations to the 2014 Strata Council. From the floor, nominations were received to elect:

**Brian Arnold  
Carol Ohno  
Morris Kozoroski  
Mike McDonald**

**Mike Schmidt  
Anne Ng  
Domenico Celi**

After accepting their nominations, a vote was called and the above Owners elected to the 2014 Strata Council.

**15. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:05 p.m.

**NEXT COUNCIL MEETING: WEDNESDAY, MARCH 19, 2014**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

Dan Bourke, Property Manager

#430 – 1200 West 73<sup>rd</sup> Avenue

Vancouver, BC V6P 6G5

Direct: 604-306-9111

Telephone: 604-685-3828 / Fax: 604-685-3845

Email: [dan@pacificquorum.com](mailto:dan@pacificquorum.com)

Website: [www.pacificquorum.com](http://www.pacificquorum.com)

**24-Hour Maintenance Emergency #: 604-685-3828**

**IMPORTANT INFORMATION** Please have this translated

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que lo traduzca

**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

**重要資料 請找人為你翻譯**

これはいせつなお知らせです、どなたかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

महत्वाची माहिती विषय बघते विमो बसो यात या सुचना वाचवाची

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from *Pacific Quorum Properties Inc.*



**AVONLEA - LMS 101**

**APPROVED MONTHLY STRATA FEE SCHEDULE**

**PERIOD COVERING JANUARY 1, 2014 THROUGH DECEMBER 31, 2014**

**5% INCREASE OVER PRIOR YEAR**

UNIT #	STRATA LOT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	MONTHLY OPERATING CONTRIBUTION	MONTHLY CONTINGENCY CONTRIBUTION	APPROVED TOTAL MONTHLY STRATA FEES	APPROVED TOTAL ANNUAL STRATA FEES
<b>ANNUAL TOTALS:</b>				<b>\$171,724.25</b>	<b>\$60,000.00</b>	<b>\$231,724.25</b>	
1	1	2012	1.79%	\$255.60	\$89.31	<b>\$344.91</b>	\$4,138.89
2	2	1830	1.62%	\$232.48	\$81.23	<b>\$313.71</b>	\$3,764.50
3	3	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
4	4	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
5	5	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
6	6	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
7	7	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
8	8	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
9	9	1839	1.63%	\$233.62	\$81.63	<b>\$315.25</b>	\$3,783.01
10	10	1830	1.62%	\$232.48	\$81.23	<b>\$313.71</b>	\$3,764.50
11	27	1861	1.65%	\$236.42	\$82.60	<b>\$319.02</b>	\$3,828.27
12	28	1886	1.67%	\$239.59	\$83.71	<b>\$323.31</b>	\$3,879.69
13	29	1876	1.67%	\$238.32	\$83.27	<b>\$321.59</b>	\$3,859.12
14	30	1877	1.67%	\$238.45	\$83.31	<b>\$321.76</b>	\$3,861.18
15	31	1874	1.66%	\$238.07	\$83.18	<b>\$321.25</b>	\$3,855.01
16	32	1893	1.68%	\$240.48	\$84.02	<b>\$324.51</b>	\$3,894.09
17	33	1886	1.67%	\$239.59	\$83.71	<b>\$323.31</b>	\$3,879.69
18	34	1888	1.68%	\$239.85	\$83.80	<b>\$323.65</b>	\$3,883.81
19	35	1813	1.61%	\$230.32	\$80.47	<b>\$310.79</b>	\$3,729.52
20	36	2394	2.13%	\$304.13	\$106.26	<b>\$410.39</b>	\$4,924.70
21	37	1879	1.67%	\$238.70	\$83.40	<b>\$322.11</b>	\$3,865.29
22	38	1878	1.67%	\$238.58	\$83.36	<b>\$321.94</b>	\$3,863.24
23	39	1873	1.66%	\$237.94	\$83.14	<b>\$321.08</b>	\$3,852.95
24	40	1858	1.65%	\$236.04	\$82.47	<b>\$318.51</b>	\$3,822.09
25	41	1881	1.67%	\$238.96	\$83.49	<b>\$322.45</b>	\$3,869.41
26	42	1880	1.67%	\$238.83	\$83.45	<b>\$322.28</b>	\$3,867.35
27	43	1859	1.65%	\$236.16	\$82.52	<b>\$318.68</b>	\$3,824.15
28	44	1859	1.65%	\$236.16	\$82.52	<b>\$318.68</b>	\$3,824.15
29	45	1878	1.67%	\$238.58	\$83.36	<b>\$321.94</b>	\$3,863.24
30	46	1883	1.67%	\$239.21	\$83.58	<b>\$322.79</b>	\$3,873.52
31	47	1875	1.66%	\$238.20	\$83.23	<b>\$321.42</b>	\$3,857.07
32	48	1884	1.67%	\$239.34	\$83.62	<b>\$322.96</b>	\$3,875.58
33	49	1878	1.67%	\$238.58	\$83.36	<b>\$321.94</b>	\$3,863.24

UNIT #	STRATA LOT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	MONTHLY OPERATING CONTRIBUTION	MONTHLY CONTINGENCY CONTRIBUTION	APPROVED TOTAL MONTHLY STRATA FEES	APPROVED TOTAL ANNUAL STRATA FEES
34	50	1881	1.67%	\$238.96	\$83.49	\$322.45	\$3,869.41
35	51	1883	1.67%	\$239.21	\$83.58	\$322.79	\$3,873.52
36	52	1860	1.65%	\$236.29	\$82.56	\$318.85	\$3,826.21
37	53	2132	1.89%	\$270.85	\$94.63	\$365.48	\$4,385.74
38	54	1850	1.64%	\$235.02	\$82.12	\$317.14	\$3,805.64
39	55	1851	1.64%	\$235.15	\$82.16	\$317.31	\$3,807.69
40	56	1873	1.66%	\$237.94	\$83.14	\$321.08	\$3,852.95
41	57	1861	1.65%	\$236.42	\$82.60	\$319.02	\$3,828.27
42	58	1861	1.65%	\$236.42	\$82.60	\$319.02	\$3,828.27
43	59	1873	1.66%	\$237.94	\$83.14	\$321.08	\$3,852.95
44	60	1851	1.64%	\$235.15	\$82.16	\$317.31	\$3,807.69
45	11	1803	1.60%	\$229.05	\$80.03	\$309.08	\$3,708.95
46	12	1818	1.61%	\$230.96	\$80.70	\$311.65	\$3,739.81
47	13	1818	1.61%	\$230.96	\$80.70	\$311.65	\$3,739.81
48	14	1788	1.59%	\$227.14	\$79.36	\$306.51	\$3,678.10
49	15	2100	1.86%	\$266.78	\$93.21	\$359.99	\$4,319.91
50	16	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
51	17	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
52	18	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
53	19	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
54	20	1839	1.63%	\$233.62	\$81.63	\$315.25	\$3,783.01
55	21	1839	1.63%	\$233.62	\$81.63	\$315.25	\$3,783.01
56	22	1839	1.63%	\$233.62	\$81.63	\$315.25	\$3,783.01
57	23	1839	1.63%	\$233.62	\$81.63	\$315.25	\$3,783.01
58	24	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
59	25	1830	1.62%	\$232.48	\$81.23	\$313.71	\$3,764.50
60	26	2049	1.82%	\$260.30	\$90.95	\$351.25	\$4,215.00
<b>TOTAL:</b>		<b>112646</b>	<b>100%</b>	<b>\$14,310.35</b>	<b>\$5,000.00</b>	<b>\$19,310.35</b>	<b>\$231,724.25</b>
				<b>\$171,724.25</b>	<b>\$60,000.00</b>	<b>\$231,724.25</b>	





**PACIFIC  
QUORUM**  
Properties Inc.

**AVONLEA - STRATA PLAN LMS 101**

**APPROVED SPECIAL ASSESSMENT - RESOLUTION #7**

**THREE EQUAL INSTALLMENTS DUE MARCH 31, 2014, JUNE 30, 2014 & SEPTEMBER 28, 2014**

UNIT #	STRATA LOT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	APPROVED SPECIAL ASSESSMENT INSTALLMENT DUE MARCH 31, 2014	APPROVED SPECIAL ASSESSMENT INSTALLMENT DUE JUNE 30, 2014	APPROVED SPECIAL ASSESSMENT INSTALLMENTS DUE SEPTEMBER 28, 2014	APPROVED TOTAL SPECIAL ASSESSMENT PAYMENT
				<b>ANNUAL TOTALS:</b>			<b>\$36,000.00</b>
1	1	2012	1.79%	\$214.34	\$214.34	\$214.34	\$643.01
2	2	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
3	3	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
4	4	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
5	5	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
6	6	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
7	7	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
8	8	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
9	9	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
10	10	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
11	27	1861	1.65%	\$198.25	\$198.25	\$198.25	\$594.75
12	28	1886	1.67%	\$200.91	\$200.91	\$200.91	\$602.74
13	29	1876	1.67%	\$199.85	\$199.85	\$199.85	\$599.54
14	30	1877	1.67%	\$199.95	\$199.95	\$199.95	\$599.86
15	31	1874	1.66%	\$199.63	\$199.63	\$199.63	\$598.90
16	32	1893	1.68%	\$201.66	\$201.66	\$201.66	\$604.97
17	33	1886	1.67%	\$200.91	\$200.91	\$200.91	\$602.74
18	34	1888	1.68%	\$201.13	\$201.13	\$201.13	\$603.38
19	35	1813	1.61%	\$193.14	\$193.14	\$193.14	\$579.41
20	36	2394	2.13%	\$255.03	\$255.03	\$255.03	\$765.09
21	37	1879	1.67%	\$200.17	\$200.17	\$200.17	\$600.50
22	38	1878	1.67%	\$200.06	\$200.06	\$200.06	\$600.18
23	39	1873	1.66%	\$199.53	\$199.53	\$199.53	\$598.58
24	40	1858	1.65%	\$197.93	\$197.93	\$197.93	\$593.79
25	41	1881	1.67%	\$200.38	\$200.38	\$200.38	\$601.14
26	42	1880	1.67%	\$200.27	\$200.27	\$200.27	\$600.82
27	43	1859	1.65%	\$198.04	\$198.04	\$198.04	\$594.11
28	44	1859	1.65%	\$198.04	\$198.04	\$198.04	\$594.11
29	45	1878	1.67%	\$200.06	\$200.06	\$200.06	\$600.18
30	46	1883	1.67%	\$200.59	\$200.59	\$200.59	\$601.78
31	47	1875	1.66%	\$199.74	\$199.74	\$199.74	\$599.22
32	48	1884	1.67%	\$200.70	\$200.70	\$200.70	\$602.10
33	49	1878	1.67%	\$200.06	\$200.06	\$200.06	\$600.18
34	50	1881	1.67%	\$200.38	\$200.38	\$200.38	\$601.14

UNIT #	STRATA LOT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	APPROVED SPECIAL ASSESSMENT INSTALLMENT DUE MARCH 31, 2014	APPROVED SPECIAL ASSESSMENT INSTALLMENT DUE JUNE 30, 2014	APPROVED SPECIAL ASSESSMENT INSTALLMENTS DUE SEPTEMBER 28, 2014	APPROVED TOTAL SPECIAL ASSESSMENT PAYMENT
35	51	1883	1.67%	\$200.59	\$200.59	\$200.59	\$601.78
36	52	1860	1.65%	\$198.14	\$198.14	\$198.14	\$594.43
37	53	2132	1.89%	\$227.12	\$227.12	\$227.12	\$681.36
38	54	1850	1.64%	\$197.08	\$197.08	\$197.08	\$591.23
39	55	1851	1.64%	\$197.18	\$197.18	\$197.18	\$591.55
40	56	1873	1.66%	\$199.53	\$199.53	\$199.53	\$598.58
41	57	1861	1.65%	\$198.25	\$198.25	\$198.25	\$594.75
42	58	1861	1.65%	\$198.25	\$198.25	\$198.25	\$594.75
43	59	1873	1.66%	\$199.53	\$199.53	\$199.53	\$598.58
44	60	1851	1.64%	\$197.18	\$197.18	\$197.18	\$591.55
45	11	1803	1.60%	\$192.07	\$192.07	\$192.07	\$576.21
46	12	1818	1.61%	\$193.67	\$193.67	\$193.67	\$581.01
47	13	1818	1.61%	\$193.67	\$193.67	\$193.67	\$581.01
48	14	1788	1.59%	\$190.47	\$190.47	\$190.47	\$571.42
49	15	2100	1.86%	\$223.71	\$223.71	\$223.71	\$671.13
50	16	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
51	17	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
52	18	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
53	19	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
54	20	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
55	21	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
56	22	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
57	23	1839	1.63%	\$195.91	\$195.91	\$195.91	\$587.72
58	24	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
59	25	1830	1.62%	\$194.95	\$194.95	\$194.95	\$584.84
60	26	2049	1.82%	\$218.28	\$218.28	\$218.28	\$654.83
<b>TOTAL:</b>		<b>112646</b>	<b>100%</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$36,000.00</b>

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## PRE-AUTHORIZED BUSINESS DEBIT ADJUSTMENT (STRATA)

1. This form is for use by owners who are already paying strata fees by pre-authorized bank debit.
2. The authorized adjustment(s) is/are valid only for the dates and amounts stipulated below.

NAME OF OWNER(S) \_\_\_\_\_

BUILDING NAME \_\_\_\_\_ STRATA PLAN # \_\_\_\_\_

UNIT # \_\_\_\_\_ STRATA LOT # \_\_\_\_\_ TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

I/We authorize the strata corporation agent **Pacific Quorum Properties Inc.** and the financial institution designated (account information currently used for payment of strata fees) **to add the following amounts to the recurring monthly debit.**

I/We understand that this request must be received by the 25<sup>th</sup> of the preceding month (or the last working day before the 25<sup>th</sup>, if that day falls on a weekend or holiday), and that requests received after the 25<sup>th</sup> will be adjusted on the next processing date together with any additional amounts authorized for the next processing date.

SIGNATURE(S) OF ACCOUNT HOLDER(S) \_\_\_\_\_

NAME OF ACCOUNT HOLDER (IF DIFFERENT FROM NAME OF OWNER(S)) \_\_\_\_\_

DATE SUBMITTED \_\_\_\_\_ [DATE RECEIVED: \_\_\_\_\_]

### SCHEDULE OF PRE-AUTHORIZED DEBIT (P.A.D.) ADJUSTMENT(S)

PAYMENT FOR (check one) → OUTSTANDING ACCOUNT BALANCE [ ] SPECIAL ASSESSMENT [ ]

THE AMOUNT OF \$ \_\_\_\_\_ ON THE FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)

THE AMOUNT OF \$ \_\_\_\_\_ ON THE FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)

THE AMOUNT OF \$ \_\_\_\_\_ ON THE FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)

THE AMOUNT OF \$ \_\_\_\_\_ ON THE FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)

THE AMOUNT OF \$ \_\_\_\_\_ ON THE FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)

OTHER: ADD MONTHLY \$ \_\_\_\_\_ FOR \_\_\_\_\_ (LOCKER/PARKING/OTHER) STARTING FROM THE

FIRST DAY OF \_\_\_\_\_ (MONTH/YEAR)