

KEY / FOB REQUEST FORM - STRATA

DATE: _____

OWNERS NAME: _____

KEY TO BE RECEIVED BY: (If different from Owner) _____

DATE OF KEY PICK-UP _____

COMPLEX: _____ STRATA PLAN: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

KEY TYPE & QUANTITY: (Front Door / Garage Fob): _____

PAYMENT METHOD:

☐ **Pre-Authorized Debit**

I/We hereby authorize PEMBERTON HOLMES LTD. to debit my/our account indicated above for the amount of \$_____ with next applicable strata fee payment.

Owner Signature: _____

☐ **Cheque (Issued to Strata Plan)**

☐ **Cash (provided to the Strata Office)**

*Key Request Forms must be completed by the Owner(s), authorized Property Manager, or authorized Agent for the Unit.
Payment is due at time of pick-up or with next strata fee payment if Owner is set up with Pre-Authorized Debit.)*

Please submit completed form to: Strata@thepropertymanagers.ca