

Form 5
Condominium Act, 1998

SUMMARY OF LEASE OR RENEWAL
(clause 83(1)(b) of the *Condominium Act, 1998*)

TO: Ottawa Carleton Standard Condominium Corporation No. 696
Apollo Property Management Ltd.
1200 Prince of Wales, Unit D
Ottawa, ON K2C 3Y4
TEL : (613) 225-7969
FAX : 613 727.0378
E-MAIL : service@apollomgt.com

1. This is to notify you that :

(check what's applicable and strike out whichever is not applicable)

a written or oral lease

OR

a renewal of a written or oral lease

has been entered into for :

Unit # _____ Level # _____, being Suite # _____ at 85 Bronson Ave., Ottawa

and (if applicable): Parking Unit # _____ Level _____, Locker Unit _____

on the following terms:

Name of Lessee(s) : _____

Telephone Numbers : (home) _____ (work) _____

Fax Number, if any : _____

Commencement date : _____

Termination date : _____

Option(s) to Renew : _____ (set out details)

Rental Payments : _____ \$ _____ per month, due on _____

Other information : _____
(at the option of the owner)

2. I (We) have provided the lessee(s) with a copy of the Declaration, By-laws and Rules of the condominium corporation
3. I (We) acknowledge that, as required by subsection 83(2) of the *Condominium Act 1998*, I (we) will advise the corporation in writing if the lease is terminated or renewed.
4. I (We) acknowledge, pursuant to the Declaration for the condominium corporation, that no registered owner shall allow more than one (1) short term use or short term occupancy of a particular unit, including any such use or occupancy by person other than the registered owner of the unit for a period of less than six (6) months in any particular period of twelve (12) consecutive months.

Dated this _____ day of _____, 20_____.

(signature of owner(s))

(print name of owner(s))

(address)

(city & postal code)

(home telephone no.)

(In the case of a corporation, affix corporate seal or add a statement that the persons have signing authority to bind the corporation).

(address)

(telephone number)

(fax number, if any)