

BEECHWOOD CO-OPERATIVE HOMES INC.

693 Beechwood Drive
Waterloo, Ontario
N2T 2P6
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beechwoodco@rogers.com

Long-Term Guest Request Form

From time to time, a member may want to request that a Long-Term Guest occupy their unit and this could adjust their Housing Charges during the time the individual occupies the unit.

A formal written request is required by the Board of Directors along with income verification for the Long-Term Guest. The information and request would then go before the Board of Directors for approval. If you are paying market Housing Charge you will not require income verification for your Long-Term Guest.

Please provide the following information.

Member Information:

Date of Request: _____

How long is the Long-Term Guest occupying the unit? _____

Member Name: _____

Current Address: Unit# _____ 693Beechwood Drive, Waterloo, ON. N2T 2P6

Contact #: _____

Email address: _____

Long-Term Guest Information:

Long-Term Guest Name (please print): _____

Contact #: _____

Licence Plate #: _____

***Note:** Please attach income verification documents to the request.

Office Use Only:

Date Received by the Beechwood Co-op Office: _____

Date of Approval by the Board of Directors: _____