



60 Day Notice of Intent to Vacate

To: The Board of Directors of Village Canadien Co-op Ltee.

Please be advised that the undersigned member(s) _____ of

Unit _____ intend to vacate his/her/their residency of the premises on ____/____/20____.

Reason for move: _____

I hereby resign my membership in Village Canadien Co-op Ltee as of the date stated above, and apply for refund of my shares. I understand that according to an Ordinary By-law passed at a membership meeting my share will not be refunded until at least 30 days after official termination of occupancy as stated above.

This notice is in accordance with the Housing Agreement between the Co-op and the Member pursuant to Articles 20 and 21 of the Housing Agreement. Notice to vacate shall be given on or before the last day of any month to be effective on the last day of the second ensuing month. (For clarity, at least **60 days notice is required**)

Permission is hereby given for the Co-op to show my unit to potential new members in accordance with the Housing Agreement (Article 12) which states: "The member agrees to permit the Co-op, for a period of sixty (60) days prior to the termination of this agreement, to enter the said dwelling unit for the purpose of exhibiting same to prospective members or tenants"

- In signing the member is also giving permission for the Co-op office to release relevant information if requested by prospective landlords.
- Please note that all housing charges are due and payable up to and including the date of termination.
- As stated in our By-laws and on the Housing Agreement, we will contact new potential members to show them your unit, for this we ask your co-operation. The office will set up a visit and will inform you the date in advance.

Receipt of the above notice is hereby acknowledged:

(Member's name printed)

(Member's name printed)

(Member signature)

(Member signature)

(Date)

(Co-op Staff)

Member's phone number: _____

Member's forwarding address: _____
