

# APPLICATION FOR MEMBERSHIP

Applicants may contact the Housing Committee by email: [housing@thecedarscooperative.ca](mailto:housing@thecedarscooperative.ca) with questions or updates.

**PLEASE REVIEW THE ENTIRE PACKAGE ATTACHED WHICH IS AN INTEGRAL PART OF THE APPLICATION**

- 1) VOLUNTEER SHEET TO BE FILLED IN AND SIGNED BY EACH APPLICANT
- 2) HOUSING APPLICATION INFORMATION THAT IS TO BE SIGNED BY EACH APPLICANT
- 3) APPLICATION FOR MEMBERSHIP WHICH IS TO BE SIGNED BY EACH APPLICANT

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Spouse /Partner \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Have you previously applied at this Co-op: NO \_\_\_ YES \_\_\_ When: \_\_\_\_\_

**SHARE PURCHASE PRICE:**

The share cost for a One-Bedroom and Den Unit is: **\$143,000.00**  
 The share cost for a Two-Bedroom Unit is: **\$149,000.00**

**PLEASE ATTACH A BRIEF SUMMARY FOR EACH APPLICANT, EXPLAINING HOW YOU CAN ASSIST THE CO-OPERATIVE AND INCLUDE SKILLS, ABILITIES AND/OR TRADE.**

**PLEASE SEND A SIGNED APPLICATION, SUMMARY AND VOLUNTEER SHEET TO: [housing@thecedarscooperative.ca](mailto:housing@thecedarscooperative.ca)**

**Application process:** (subject to acceptance at each level of the interview process)

- a) Submit Application form
- b) Interview by the Cedars Housing Committee
- c) Interview by the Cedars Board of Directors
- d) Placed on the Approved Applicant Waitlist

**PETS:** CAT \_\_\_\_\_ DOG \_\_\_\_\_ OTHER \_\_\_\_\_

**DESCRIBE:** PET #1: \_\_\_\_\_ PET #2: \_\_\_\_\_

**VEHICLE #1** YEAR/MAKE/MODEL: \_\_\_\_\_

**VEHICLE #2** YEAR/MAKE/MODEL: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**NAME #1:** \_\_\_\_\_ **NAME #2:** \_\_\_\_\_

**PHONE #1:** \_\_\_\_\_ **PHONE #2:** \_\_\_\_\_

**EMAIL #1:** \_\_\_\_\_ **EMAIL #2:** \_\_\_\_\_

*How did you hear about The Cedars Co-op* \_\_\_\_\_

## Additional Application Information

### **IMPORTANT INFORMATION FOR POTENTIAL NEW MEMBERS OF THE CEDARS HOUSING COOPERATIVE**

***PLEASE READ THIS INFORMATION PACKAGE AND BRING A SIGNED COPY TO YOUR INTERVIEW.***

**THE INTERVIEW WILL BE APPROXIMATELY 30 MINUTES.**

The Cedars Co-operative was built and completed in 1987.

There are 84 rancher units with private gardens and patios and a clubhouse for all to enjoy.

In a not-for-profit housing co-operative, members do not own real estate. Instead, they purchase shares, which are considered personal property. These shares give members the right to live in a specific unit and participate in co-op governance, but they do not grant ownership of the land, buildings, or any portion of the co-op's assets. A 1/84 share means the member owns one share out of the co-op's total 84 shares, providing membership rights and occupancy privileges without any real estate ownership.

All property within the fenced areas is considered **common property**, which you are welcome to use and enjoy, **except** for the patios belonging to the front and back of each unit. You have the use of your unit interior, your patio area, your carport and the exterior storage space.

Members are welcome to maintain a small flower garden area in front of their unit. This space must be kept tidy, clean, and well maintained to ensure a neat and consistent appearance throughout the Co-op community.

New members are required to pay a share purchase amount to the Co-op based on the size of the unit. Upon payment, the shareholder(s) will receive an official share certificate for the unit.

The share cost for a One-Bedroom and Den Unit is: **\$143,000.00** (approx. 803 square feet)

The share cost for a Two-Bedroom Unit is: **\$149,000.00** (approx. 912 square feet)

Members do not earn interest on the share payment made to the Co-op. When a member moves out, the Co-op will return the original share payment, minus any repair costs required to restore the unit to an acceptable condition.

### **PROPERTY TAXES IN SURREY & THE HOME OWNER GRANT**

Every year, the Co-op pays property taxes to the City of Surrey. To help reduce these taxes, **members are required to sign for the provincial Home Owner Grant (HOG)**. The HOG is a **Province of British Columbia program** that lowers the amount of property tax paid on a principal residence.

Even though the Co-op—as the property owner—pays the total property tax bill, your eligibility as a resident allows the Co-op to receive this tax reduction. Members may also qualify for an additional Grant based on their age or having a disability.

### **INSURANCE AND COMMON PROPERTY**

The Co-op provides building insurance that covers structural damage, fire, faulty hot water tanks, and damage caused by burst pipes. Members are responsible for obtaining their own personal contents insurance, which must include a minimum of one million dollars in third-party liability coverage.

### **MAINTENANCE FEES**

Maintenance fees are currently \_\_\_\_\_ **per month**.

This fee remains fixed for one year (from May to June) with no increases during that period. After that, the amount may be subject to a modest annual increase.

These fees cover the yearly operating budget, including the **replacement reserve fund**, **landscaping**, and **management costs**.

### **VOLUNTEERING AND MEMBER RESPONSIBILITIES**

The Cedars Housing Co-operative operates as efficiently as it does based on the volunteer contribution of its members. We strive to keep our monthly dues as low as possible, partially through volunteerism. Volunteer commitment is expected and is an integral part of Co-op membership.

All aspects of volunteerism will stem from a volunteer coordinator and various committees. Your tasks and activities will be coordinated and supported by other co-op members.

General maintenance, grounds upkeep and gardening, electrical and plumbing repairs, exterior power washing, painting and seasonal clean up are all part of what is done by our volunteer teams.

Please examine the attached list and indicate the jobs that you can do. Bear in mind your skills and abilities and give some thought as to how you can best contribute to your Co-op community.

Members are responsible for maintaining their units in a clean and orderly condition, both inside and outside. Exterior maintenance responsibilities include, but are not limited to, cleaning the vinyl siding during the spring or summer months, maintaining and repairing decks as necessary, and repainting the privacy fences between units when required. All fences shall remain white. Upon request, the Co-op will provide the approved white paint for this purpose. These maintenance standards are established to ensure a consistent and well-kept appearance throughout the community.

We have an Annual Spring Cleanup where everyone is expected to participate. A large disposal bin is provided by the Co-op so old furniture, planters, etc. can be disposed of properly.

### **SOCIAL ACTIVITIES**

Our Co-op hosts a wide range of activities throughout the year, such as breakfasts, dinners, barbecues, game nights, and themed parties.

### **CLUBHOUSE RENTAL**

The clubhouse is free for all members to use. If you are planning on having a private social gathering, there is a nominal rental fee. A time and date must be reserved for the private gathering.

### **VEHICLES**

Each unit is permitted to have a maximum of two vehicles parked on Co-op property. Every unit is assigned one carport parking stall for its exclusive use, and any vehicle parked in the carport must fit under the 8-foot clearance. Recreational vehicles and commercial vehicles are not permitted anywhere on the premises to ensure efficient use of parking areas.

### **FINANCIAL OBLIGATIONS**

A non-refundable deposit of **\$1,000.00** is due when a unit is offered and accepted. The remaining balance must be paid no later than **three (3) business days before the occupancy date** and must be provided in the form of a certified cheque or bank draft.

### **AGE MINIMUM AND OCCUPANCY INFORMATION**

Each unit within the Co-op is designated as a single-family residence and may be occupied only by the shareholder(s) or member(s) to whom the unit is assigned. Membership may be granted only to individuals who are at least 55 years of age. A spouse or common-law partner under the age of 55 may reside in the unit as a non-member occupant but may not hold joint membership.

Upon the spouse or common-law partner attaining 55 years of age, the member must submit a written application to the Board requesting approval for the spouse to be added as a joint member. No occupancy rights may be assigned, transferred, or extended to any individual who has not been approved for membership in the Co-op

**RIGHT OF REFUSAL OF UNITS**

When viewing an available unit, applicants have the right to refuse it without penalty. If a second unit is subsequently offered, the applicant may also refuse that unit. However, the third unit offered must be accepted; otherwise, the applicant will be removed from the applicant list for one year. After the one-year period, the individual may reapply if applications are open at that time.

**SMOKING**

The new Rules and Occupancy Agreement have been approved by the Membership, including updated provisions regarding the areas where smoking is permitted on Co-op property. These documents will come into effect once they have been formally filed.

**AUDITED BOOKS AND ANNUAL GENERAL MEETING**

Our management company is responsible for paying the Co-op's bills, managing taxes, and ensuring that our funds are invested appropriately. The Co-op is audited annually by a professional, certified CGA. Annual General Meetings are held each year, and all members are expected to attend. During this meeting, the auditor presents the annual financial report to the membership, and new board members are elected.

I/WE HEREBY ACKNOWLEDGE I/WE HAVE READ AND UNDERSTAND THE INFORMATION AS OUTLINED IN THE ABOVE NOTED DOCUMENT.

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature 1

\_\_\_\_\_  
Signature 2

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Printed name

**APPLICANT VOLUNTEER CAPABILITIES**

ADDENDUM "A" TO THE APPLICATION ATTACHED

EACH APPLICANT TO FILL IN A SEPARATE SHEET AND ATTACH IT TO THE APPLICATION

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

Below is a list of the many types of volunteer jobs performed by members of The Cedars Housing Cooperative. Please indicate any tasks you can perform with an "X".

**NEIGHBOURS HELPING NEIGHBOURS**

Jobs will be accomplished within teams of 2 or more, with experienced Committee Members and Team Leaders providing information, guidance and support regarding what is required.

JOB	X	JOB	X
<b>GENERAL MAINTENANCE/UPKEEP</b>		<b>SEASONAL</b>	
<i>Painting:</i> fences, carports, exterior doors, clubhouse interior		<i>Snow:</i> shoveling sidewalks, spreading salt on walkways, around mailboxes	
<i>Power Washing/Cleaning:</i> fences, exterior siding, patios, driveways		<i>Spring/Fall clean-up:</i> pick up debris, rubbish; tidy and organize storage areas, thorough clubhouse cleaning	
<i>Minor Repairs:</i> doors, posts, fences, drywall (mudding and sanding)		Gather unwanted/broken items and load temporary rubbish removal bin	
Gutter cleaning, unclogging		<b>PLUMBING</b>	
<b>GARDENING</b>		Detect and repair minor leaks – faucets, pipes	
Clean up landscaped areas – sift and remove debris, pick up pine cones and garbage		Maintenance of interior/exterior water shut-offs	
Able to push a wheelbarrow to move landscape material		Assist with replacement/installation of hot water tanks	
Able to use a shovel, garden tools		<b>ELECTRICAL</b>	
Remove and replenish landscape material such as gravel and mulch		Detect and replace faulty breakers/wall plugs	
Replace rotting or damaged landscape borders		Smoke alarm testing - unit or battery replacement	
<b>MISCELLANEOUS</b>		Replace exterior light fixtures or bulbs	
Social Functions – Assist with set-up/clean-up		<b>SPECIAL COMMITTEES</b>	
Deliver notices, monthly calendars to all 84 Units		Board of Directors: _____ Finance: _____	
General clerical/phoning		Maintenance: _____ Landscaping: _____	
		Housing: _____ Social: _____ Block Watch: _____	
		Cooking for special events	

List any professional certifications you may have: \_\_\_\_\_

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE

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PRINTED NAME

\_\_\_\_\_  
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