

The Cedars Housing Co-Operative

APPLICATION FOR MEMBERSHIP

VALIDITY: Please be advised that this application is valid for a period of 6 months from the date received in our office. Applicants must contact the Housing Committee by email: **Housing@TheCedarsCo-Operative.ca** once every **SIX** months to remain on file. THE MINIMUM AGE FOR CONSIDERATION IS 55 YEARS.

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: _____

SHARE PURCHASE PRICE:

One bedroom and Den (803 sq. feet): **\$143,000.00** (One hundred and forty-three thousand) Two bedrooms (912 sq. feet): **\$149,000.00** (One hundred and forty-nine thousand)

PLEASE ATTACH A BRIEF BIOGRAPHY TO THIS APPLICATION, EXPLAINING HOW YOU CAN ASSIST THE CO-OPERATIVE IN ACCOMPLISHING OUR GOALS, INCLUDING SPECIAL TALENTS, LICENSES, ABILITIES. PLEASE SCAN AND SEND VIA EMAIL ALL THE SIGNED FILES ASSOCIATED WITH THIS APPLICATION TO:

Housing@TheCedarsCo-Operative.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 in the queue for inspection and acceptance of a Unit when available

PETS: 1) _____ PETS: 2) _____

VEHICLES: ONE OR TWO: _____ TYPE: _____

VEHICLES: ONE OR TWO: _____ TYPE: _____

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____ Pre

Address: _____

Phone: _____ Cell phone 1: _____ Cell phone 2: _____

Email address: _____

Referred by: _____ **Website/Craigslist/Kijiji Ad ()**

IMPORTANT INFORMATION FOR POTENTIAL NEW MEMBERS OF THE CEDARS HOUSING CO-OPERATIVE

PLEASE READ IN ITS ENTIRETY AND BRING A SIGNED COPY TO YOUR INTERVIEW IF YOU ARE INVITED TO ATTEND TO CONFIRM YOU HAVE READ THE INFORMATION AND UNDERSTAND THE CONTENTS.

QUESTIONS ARE WELCOME AND ENCOURAGED.

THE INTERVIEW WILL BE APPROXIMATELY 20 MINUTES.

CEDARS HOUSING CO-OPERATIVE

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.

The Co-Operative is a collective ownership of all the units by the members.

You will have a 1/84 share of the Co-Operative.

All surrounding property (within the fences) is deemed COMMON property which you are welcome to enjoy, except the front and back unit patios that are private.

If you are selected as a new member, you will pay the Unit amount to the Co-Operative.

One bedroom and Den: \$143,000.00 (803 sq. feet) Two

bedrooms: \$149,000.00 (912 sq. feet)

You will receive a share certificate for the unit.

There is NO interest accrued for the payment made to the Co-Operative.

If you leave, you will receive whatever you paid to take over the unit, minus any costs to repair damage if deemed necessary.

TAXES – HOMEOWNER GRANT

You pay for the Homeowner Grant on your unit. COSTS ARE DETERMINED BY THE TAX INCREASE PROVIDED BY THE CITY OF SURREY, SUBJECT TO CHANGE ANNUALLY.

65 years and over: **\$212.02** per year, (2024-2025) deducted from your account in July or August.

Under 65 years: **\$487.02** per year, (2024-2025) deducted from your account in July or August.

INSURANCE AND COMMON PROPERTY

The Co-Operative pays for the building insurance which covers fire, damage caused by a faulty hot water tank, bursting pipes.

You are responsible for having contents insurance with a minimum normal third-party

INSURANCE AND COMMON PROPERTY (Continued)

liability clause for one million dollars.

You do not own the unit. You have the use of the inside, the patio areas, the carport and the outside storage.

You are welcome to plant flowers and maintain a garden area in front of your unit. You are expected to keep the area tidy and clean.

MASTER KEY AND ACCESS INFORMATION

All locks are under a Master Key which is held by the Head of Maintenance and the President of the Co-Operative Board of Directors.

When an emergency situation occurs, TWO board members can enter a unit to check on the emergency. This could be a medical emergency or water leak, etc. The reason for entering the member's unit is documented and filed in the office located in the clubhouse. *Any other non-emergency access notices will be given in writing a minimum of 24 hours (usually 48 hours) prior to the necessary access.*

MAINTENANCE FEES

Maintenance Fees up to June 2025 are **\$432.00** per month. This fee is held for one year with no increase. (June to June) This amount is subject to a slight increase as of the Annual General BUDGET Meeting to be held in late May or early June 2025.

This fee covers the budget for the year including the replacement reserve fund, landscaping and management costs. The Co-Operative maintains a healthy replacement reserve fund to cover emergency repairs etc.

The roofs were done in 2020

All the windows were changed in 2020.

VOLUNTEERING AND MEMBERS' RESPONSIBILITIES

Volunteering is the basis to keep our monthly maintenance fee as low as possible.

You are expected to assist with digging trenches, painting, using a wheelbarrow to transfer dirt and debris from landscaping changes within the complex to different areas. There are many labor-intensive tasks.

The Board of Directors is responsible for assigning tasks to the various committees which are always in need of volunteers.

VOLUNTEERING AND MEMBERS' RESPONSIBILITIES (continued)

The Maintenance committee is always in need of assistance with changing hot water tanks, minor electrical repairs, fixing fences, drainage and other plumbing related issues.

Members are responsible for keeping the units clean on the inside and outside. This includes cleaning the vinyl siding in the Spring/summer, maintaining the decks and painting the fences between the units. The fences are to remain white. The Co-Operative will provide the white paint upon request.

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

There are many social club activities which need volunteers. The activities include but are not limited to: Saturday breakfasts, dinners once a month, horse racing, bingo, setup of table and chairs, selling 50/50 tickets and more.

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 applicable fee of \$25.00. A time and date must be reserved for the private gathering.

VEHICLES

Maximum of two vehicles. Both vehicles must fit under the carport. (8 ft clearance). Recreational and Commercial vehicles are NOT permitted on the premises.

APPLIANCES AND UPGRADES/RENOVATIONS

Appliances and other that are owned by and the responsibility of the Cedars Co-Operative are as follows:

Fridge, Stove – original

Hot water tank

Cabinets – original

Countertops – original

Fans in both bathrooms and the kitchen - original

Bathtubs – original

Toilets – original

Vanity – original

Flooring – original

Electrical baseboards – original

Light fixtures – original

APPLIANCES AND UPGRADES/RENOVATIONS (continued)

If you choose to upgrade, the Co-Operative owned appliances removed will be returned to the Co-Operative to be used or disposed of at the discretion of the Maintenance Committee.

All upgrades become your responsibility, including repairs. The washer and dryer and dishwasher are your responsibility.

All upgrades must be approved by the Board of Directors. A form is provided for your convenience to apply.

You are allowed to paint inside your unit without prior approval.

Any electrical changes, moving plugs, etc. and plumbing upgrades must be done by a licensed technician. A copy of their license must be provided.

A minimum of 2 million dollars comprehensive liability must be shown by any contractor conducting work on the Cedars property.

FINANCIAL OBLIGATIONS

A non-refundable deposit of \$1,000.00 is to be given when a unit is offered and accepted. The balance is paid on or just before the occupancy date. The usual time prior to taking possession is 60 days.

VISITORS AND OTHER INFORMATION

The board must be notified by email or a letter for approval if a visitor is going to stay with you more than 14 days.

AGE MINIMUM AND OCCUPANCY INFORMATION

Fifty-Five (55) years of age is the minimum age requirement to live in the Cedars.

Only a spouse can be placed on the shares. No children, cousins, friends, parents, etc.

YOUR UNIT IS DEEMED TO BE A SINGLE-FAMILY RESIDENCE TO BE OCCUPIED BY THE SHAREHOLDER(S) / MEMBER(S) ONLY.

TWO PERSONS MAXIMUM, THE SHAREHOLDER AND THEIR SPOUSE.

NON-MEMBERS CANNOT RESIDE WITH YOU ON A PERMANENT BASIS.

RIGHT OF REFUSAL OF UNITS

Upon viewing an available unit, you have the right to refuse it.
When offered a second unit at a later date, you have the right to refuse it.

RIGHT OF REFUSAL OF UNITS (continued)

The third unit offered must be accepted or you will be removed from the applicant list for one year.

You may re-apply if and when applications re-open after the one year wait.

Units are offered as they come available, either a one bedroom and den or two-bedroom unit, to the next in line applicants.

PETS

One dog or one cat is allowed. If you have two dogs when you move in, it is usually acceptable, however when one passes away, it cannot be replaced. The ONE dog or ONE cat rule applies. There is a height restriction for dogs. 18 inches at the shoulder.

AUDITED BOOKS AND ANNUAL GENERAL MEETING

Our management company pays our bills, taxes, and invests our funds in safe interest bearing accounts. The auditor meets with the Board of Directors annually, advising as to our financial standing.

We have an annual general meeting, usually in September with all the members present. New board members are elected if their term is up and the auditor gives his financial report

I HEREBY ACKNOWLEDGE I/WE HAVE READ AND UNDERSTAND THE INFORMATION AS
OUTLINED IN THE ABOVE NOTED DOCUMENT ON THIS ____ DAY OF _____ 2024

Signature 1

Signature 2

Printed name

Printed name

NEW APPLICANTS' VOLUNTEER CAPABILITIES

ADDENDUM "A" OF THE APPLICATION ATTACHED

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

NAME: _____

PHONE NUMBER _____ CELL PHONE: _____

DATE: _____ EMAIL: _____

Below is a list of many of the volunteer jobs performed by members of the Cedars Housing Co-Operative. Please indicate any/all tasks you are able to perform by checking off the applicable listed job.

SPECIAL LICENSE: ELECTRICAL AND/OR PLUMBING: _____

JOB	TICK	JOB	TICK
Carpentry		House Siding, Gutter Exterior Washing / Cleaning	
Minor Electrical Repairs		Drywall Repairs Including Mudding, Sanding	
Minor Plumbing Repairs, Faucets, Small Leaks		Sidewalk Snow Removal Using a Snow Shovel	
Use A Gas-Powered Snow Blower (Co-Operative Owned)		Spread Salt on Sidewalks – Salt Provided by The Co-Operative	
Replace Batteries in Smoke Alarms		Replace Faulty Smoke Alarms	
Fence Repairs (Cedar Fences and Posts)		Replace And Install Electric Hot Water Tanks Including Minor Plumbing	
Able To Use a Shovel to Remove Various Plants		Assist With Spring and Fall Cleanup, Remove Rotten Garden Borders	
Able To Use a Wheelbarrow to Move Landscape Material		Power Washing Outer Perimeter Cement Fencing and Clubhouse Patio	
Able To Use a Co-Operative Small Chainsaw to Cut Dead Trees and Limbs, Dead Hedges.		Able To Use a Shovel to Dig And Repair Drainage Ditches, Lay New Pipes	
Remove Old Rocks from Common Areas, Sift Out Debris		Trace And Detect Leaking Pipes Within a Unit. Stop The Leak and Repair	
Paint Privacy Fences Between Units, Co-Operative Issued Paint		Replace Burned Out Breakers in The Breaker Box	
Trace And Detect Faulty Wall Plugs, Replace If Defective		General Housekeeping, Pick Up Debris That Has Been Scattered By Birds Or Animals On Garbage Pickup Day	
Replace Exterior Light Fixtures or Bulbs, Carport, Driveway Fixtures for Security			
Deliver Notices to All 84 Units		Serve On Special Committees 1) Maintenance _____ 2) Housing _____ 3) Social Club _____ 4) Landscaping _____ 5) Cooking _____ 6) Board Of Directors _____ 7) Finance Committee _____	_____ _____ _____ _____ _____ _____ _____
Comments, Other Tasks For Which You Can Volunteer _____ _____			

SIGNED ON THE DATE ABOVE NOTED

PRINTED NAME: _____

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Able To Use A Co-Operative Small Chainsaw To Cut Dead Trees And Limbs, Dead Hedges.		Able To Use A Shovel To Dig And Repair Drainage Ditches, Lay New Pipes	
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		1) Maintenance _____	_____
		2) Housing _____	_____
		3) Social Club _____	_____
		4) Landscaping _____	_____
		5) Cooking _____	_____
		6) Board Of Directors _____	_____
		7) Finance Committee _____	_____

Comments, Other Tasks For Which You Can Volunteer			

SIGNED ON THE DATE ABOVE NOTED

BIO:This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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