



Last Revised: October 14, 2026

JLHOA Tenant Transfer Form

This form is for property owners/landlords who do not reside in Jensen Lakes, or who own multiple properties in Jensen Lakes, and wish to transfer their membership privileges to their tenants. This transfer allows tenants access to JLHOA facilities and amenities, as well as eligibility for resident rates on programs and rentals.

I/We are the current owners of:

Full Name(s): _____

Unit/House #: _____ Address: _____ Postal Code: _____

Email: _____ Phone: _____

Hereby transfer my/our membership to my/our tenants (*please print*)

	Tenant's Full Name	Date of Birth (dd/mm/yyyy)	Phone	Email
1				
2				
3				
4				
5				
6				

Their tenancy/lease is effective: _____, 20__ and expires: _____, 20__

- Annual JLHOA fees must be paid in full prior to transfer (remains the property owner's responsibility).
- Transferring privileges deactivates owner membership access for the duration of the lease.
- Tenants must present their Lease Agreement and a driver's license showing the Jensen Lakes address.
- Owners must provide written notice for any tenancy changes or alternate mailing address requests.

Alternate Mailing Address (*please print clearly*): _____

Postal Code: _____

I/We have made the tenant(s) aware of all of the rules and regulations of the JLHOA

Owner/Landlord (signature) _____

Name (please print) _____

Phone _____

Signed on _____
Date (dd/mm/yyyy)

Completed forms can be submitted via email to **office@jensenlakeshoa.ca**.

- **Note:** The Articles of Association require all Property Owners to notify the JLHOA of all changes to property ownership.