



McKenzie Towne Council

# New Homeowner Information Form

McKenzie Towne Council strives to keep our database as up to date as possible. Please help us by filling in the following information and returning it to us. Providing your information will help you when registering for recreation classes, inquiring about facility rentals, or paying your Annual Fee at McKenzie Towne Hall.

**IMPORTANT NOTE: The Primary Contact must be registered on the Land Title.**

Possession date of home: DD/MM/YYYY

**Primary Contact:** \_\_\_\_\_  
*(Whom the McKenzie Towne Council Annual Fees invoice will be sent to and holds voting rights at the Council's AGM.)*

Primary Email Address: \_\_\_\_\_  
*(For individual login purposes. Each adult must have a separate login.)*

McKenzie Towne Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Day Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

**Secondary Contact:** \_\_\_\_\_

Secondary Contact Email Address: \_\_\_\_\_  
*(For individual login purposes. Each adult must have a separate login.)*

**In the boxes below, please provide the names of your family members residing at your McKenzie Towne address.**

First Name	Last Name	Birth Date	Relationship
		DD/MM/YYYY	
		DD/MM/YYYY	
		DD/MM/YYYY	
		DD/MM/YYYY	

**If Your Home is a Rental Property**

You must fill out the Tenant Confirmation Form if you would like to authorize your tenants to be designated residents with full facility/program access. Contact [officeco@mtcouncil.com](mailto:officeco@mtcouncil.com) for a copy.

**Homeowners Billing Address** (if different from property in McKenzie Towne):

Address: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_

Please bring in a copy of your Certificate of Title.

We request that you drop this form off at the Towne Hall between regular business hours. You may also Email information to – [officeco@mtcouncil.com](mailto:officeco@mtcouncil.com) OR Mail To: 40 McKenzie Towne Boulevard SE, Calgary, AB T2Z 4X5. *All information is private and confidential.*

DD/MM/YYYY

Print, Homeowner name

Date signed

Homeowner signature