

# Rental Exemption Request



This form is used to request an exemption under section 2(2) or 2(2.1) of the Homeowner Protection Act Regulation for purpose-built rental housing.

Please complete this form and return it by email to: [rentalexemption@bchousing.org](mailto:rentalexemption@bchousing.org)

Include the civic address of the project in the subject line.

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## A. Project Information

### 1. Type of Project (select one):

Multi-unit rental building

Three (3) or more detached dwelling units on one parcel for rental purposes

Other (describe):

### 2. Intended Use:

All residential rental

Mixed-use (rental + commercial)

Mixed-use (rental + ownership/market units)

Is any commercial or market component located in a separate airspace parcel?

Yes      No

If yes, please describe:

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## B. Property Information

### 3. Civic Address:

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

### 4. Parcel Identifier(s) (PID):

### 5. Legal Description(s):

### 6. Current Title Structure (select one):

Single legal lot

Multiple lots — consolidated planned

Multiple lots — no consolidation planned

### 7. Applicant's legal interest in the property (select one):

Registered owner (freehold title)

Leasehold interest (registered leaseholder)

Other (describe):

If leasehold, please identify the registered fee simple owner:

\_\_\_\_\_

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## C. Legal Structure of the Building

**8. Which of the following best describes the legal ownership structure of the building? (select one):**

Owned under a single legal title

Strata-titled with all units held under one ownership

Other (describe):

**9. Are there any plans to subdivide, strata-title, transfer individual units, or otherwise change the legal structure of the property in the future?**

Yes      No

If yes, please describe:

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## D. Construction Information

**10. Name of builder/developer:** \_\_\_\_\_

**11. Contact Person:**

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**12. Residential Builder Licence Number (if applicable):** \_\_\_\_\_

**13. Number of buildings to be constructed:** \_\_\_\_\_

**14. Total number of rental dwelling units:** \_\_\_\_\_

If multiple buildings, provide units per building (e.g., Building A – 64; Building B – 58):

**15. Construction Status (select one):**

Not started

Foundation complete

Framing underway

Enclosed

Interior finishing

Completed (no occupancy)

Occupied

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## Next Steps

BC Housing will review the submitted information to determine eligibility for the exemption. If the project is eligible, BC Housing will:

1. Provide the draft restrictive covenant template and registration instructions; and
2. Issue the New Home Registration Form (NHRF) once the restrictive covenant has been registered at the Land Title Office.

The NHRF must be submitted to the local building authority **before** a building permit can be issued.