



## APPLICATION FOR ACTIVE AND ASSOCIATE MEMBERSHIP

Complete application, print, copy and direct to:  
By fax: 905-829-1594. By email: [anna@orcaretirement.com](mailto:anna@orcaretirement.com)  
Call 1-888-263-5556 for assistance

Name of Residence: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Suite Count: \_\_\_\_\_

Web site: \_\_\_\_\_ General Email: \_\_\_\_\_

Administrator: \_\_\_\_\_ Email: \_\_\_\_\_

Yes, I agree to receive important email communication from ORCA

(this could include information regarding changing legislation, operations bulletins, breaking news, newsletters and event details)

No, I do not wish to receive important email communications from ORCA.

(this could include information regarding changing legislation, operations bulletins, breaking news, newsletters and event details)

Active Membership (RHRA defined)

Associate Membership

Type of License: \_\_\_\_\_

Communications will be sent to the residence and the owner/management company. Please provide us with the following information:

Owner: \_\_\_\_\_ Management Co: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

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

Fax: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Contact: \_\_\_\_\_ Contact: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Fee for Active/Associate Membership \$ \_\_\_\_\_ (\$28.75 per suite per year) per suite

Method of payment: Cheque

VISA

MC

Card No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Card Holder's Name: \_\_\_\_\_

Card Holder's Signature: \_\_\_\_\_



## ONTARIO RETIREMENT COMMUNITIES ASSOCIATION

### Member Values

**We believe** in quality of life for all residents that encompasses their right to dignity, respect, privacy and autonomy.

**We respect** the cultural, social and religious diversity of our residents and employees.

**We are** committed to maintain a high standard of professional conduct and act with integrity, honesty, openness and fairness when interacting with residents, families, employees and other operators and businesses.

**We provide** our employees with the tools and training they need to perform their roles.

**We safeguard** the well-being of our residents and employees.

**We provide** a respectful workplace and seek to hire employees with good moral character, appropriate experience, competence and compassion.

**We comply** with all relevant municipal and provincial regulations governing our operations.

**We engage** in fair marketing practices and will only participate in activities that are a credit to the sector at large.



## **MEMORANDUM OF UNDERSTANDING Active and Associate Membership Status**

The undersigned acknowledges and declares that the information provided by representatives of the \_\_\_\_\_ (Name of residence) applying for Active or Associate Membership in the Ontario Retirement Communities Association ("ORCA") is true, accurate and complete.

The undersigned declares that, to the best of his/her knowledge, there are no outstanding issues that would compromise the integrity of the Association (example: home involved in a situation that would negatively impact the industry as a whole).

The undersigned declares that, to the best of his/her knowledge, the residence abides by regulations under which retirement residences are governed.

The undersigned agrees that he/she has read, understands and will adhere to the Member Values (attached).

The undersigned agrees to abide by the Active or Associate Membership status bylaws, which state:

Active and Associate Members are entitled to:

- receive all Association resources and manuals (including Operations Manual and RHA Tool Kit) in order to prepare for RHRA inspection/compliance
- attend all the Association's member's meetings, AGM and events at special member rates
- receive all communications, position papers, issues updates
- receive access to The Learning Centre for Senior Living on-line training tool for all staff
- participate on Association task forces, advisory groups, networking meetings and board conference calls to keep current and up-to-date
- vote at membership meetings (Active Members only)
- promote their membership in ORCA to the public using the applicable branding. Members are eligible to use any ORCA logos or materials.

Active and Associate Members are not entitled to:

- share ORCA materials with residences that are not ORCA members

\_\_\_\_\_  
(Signature of Owner or Designate) Dated: \_\_\_\_\_

**IMPORTANT:** All retirement residences owned, managed and/or operated by Members (all categories) who are part of a chain (owner or group with two or more residences), must apply for membership with ORCA or show evidence to the satisfaction of the Board of Directors that such residences are unable to, and/or are inappropriate to be members. Applications for each residence must be completed separately and included with original application. Chains will be required to update information at least annually or when a new residence is opened/acquired.