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Date of Request: _____ PERSON AND COMPANY REQUESTING INFO: (full mailing address): _____

Contact Name: _____ Phone # _____ Fax #9a UJ _____
 The Person or Company requesting the information, hereby understands, confirms and agrees that they have written authorization from the Owner of the suite to receive the requested information.

FORM "B"	\$36.75 Includes GST.....	<input type="checkbox"/>	Plus \$0.26 cents (incl. GST) per page for any additional copies (Bylaws, Financials, Minutes etc) Please list: _____
FORM "F"	\$15.75 Includes GST.....	<input type="checkbox"/>	
FORM "B" & "F"	\$52.50 Includes GST.....	<input type="checkbox"/>	

**RUSH ORDERS are subject to a surcharge over and above the cost of Forms and/or copies*

- Same business day Service = \$ ' * +) \$ (includes GST) rush surcharge
- 2 business days = \$ &) &.00 (includes GST) rush surcharge
- 3 - (business days = \$ % +) \$ (includes GST) rush surcharge
-) - * business days = \$ +, "+) (includes GST) rush surcharge
- Regular Service 7 business Days

Office closed Weekend & Holidays

ADVANCE PAYMENTS IS REQUIRED BEFORE DOCUMENTS ARE RELEASED - CASH OR CHEQUE ONLY PLEASE
 Any changes made to Forms which have already been prepared based on original requests are subject to a \$25.00 surcharge.

Strata Plan _____ Strata Lot # _____ Suite # _____ IS THIS A RE-MORTGAGE ONLY? _____

Civic Address: _____

PID# _____

Legal Description of Property: _____

VENDOR(S) _____

PURCHASER(S) _____ Phone# _____
 (First and last name(s) please) (Please provide a contact #)

Purchaser will live in suite - Yes _____ No _____
 (If not living in suite, purchaser must complete a Form "K" - Notice of Tenant's Responsibilities)

****Important**** Purchaser's forwarding address and contact phone number: (If not living in suite)

Please Include Completion Dates: Subject Removal Date: _____

Completion Date: _____ Possession Date: _____

Office Use Only:		
Outstanding Balance: \$ _____	Letter of Undertaking: Yes / No _____	Move-In/Out Fees _____
Maintenance Fees: \$ _____	Contingency Reserve Fund Balance: \$ _____	