



REQUEST FOR STRATA CORPORATION RECORDS AND DOCUMENTS

Date: _____ Completion Date (if applicable): _____

Date by which Documents are Required: _____

Documents Required (check all that apply):

- Form B (Rules, Current Budget & Developer's Rental Disclosure Statement, if any, will be attached)
Form F
Current Financial Statement
Rules & Regulations
Current Budget
Registered Bylaws
Registered Strata Plan

Minutes (specify time period): _____

Other (specify): _____

Civic Address: _____

Strata Plan: _____ Strata Lot: _____ PID: _____

Owner(s)/Vendor(s): _____

Purchaser(s): _____

To be owner occupied?

YES [] NO [] If no, please provide address to which correspondence should be mailed:

Information Requested by (name/company): _____

Mailing Address: _____

Phone Number: _____ Contact: _____

RUSH: []

Charges (subject to GST): Form B: \$35.00 Form F: \$15.00 Photocopies: \$0.25 per page

RUSH FEE: \$50.00 Handling Fee: \$15.00 Shipping Fee: At cost.

PLEASE NOTE: In accordance with the Strata Property Act, seven (7) business days are permitted to fulfill a document request. Should you require the documents in less time, the rush fee will apply in addition to all other charges, and the documents shall be prepared within one business day.

You will be notified when the requested documents are ready for pick-up. Payment may be made via cheque or cash (exact change only). If documents are to be faxed, please provide fax number and handling fee will apply.

I hereby agree to pay the costs associated with my request, based on the above noted fees, to ARDENT PROPERTIES INC.

Signature _____