

Document Form Contract**Owner****Realtor**

NAME: _____ COMPANY: _____

TEL #: _____ EMAIL: _____

DATE OF REQUEST: _____ DATE REQUIRED: _____

LISTING DETAILS:

STRATA PLAN #: _____ UNIT #: _____ STRATA LOT #: _____

OWNER(S) NAME: _____

DOCUMENT(S) REQUESTED:

Form B

Bylaws

Site Plan

Financial Statements

Engineers Report

Minutes for the period: (Inc. AGMs / SGMs): _____ to _____

Other Information Required: _____

COSTS: **Form B - \$35.00 plus GST** **Other documents - \$0.25 per page plus GST****Your documents will be ready for pick-up 7 business days from the date we receive this information, pursuant to Section 59 of the Strata Property Act, unless specified otherwise below.**If you would like these forms on a **RUSH** basis, please specify: **RUSH Costs below.****ONE DAY** - Cost \$250.00
(24 hours from receipt of form)**NEXT DAY** - Cost \$200.00
(48 hours from receipt of form)**3 business days** - Cost \$150.00**4 to 5 business days** - Cost \$125.00**DELIVERY OPTIONS:** Mail Email (\$10.00 + GST delivery fee of will be charged for these options)

Pick-up at Assertive Northwest office - No charge

Please Note: Rush Fees indicated are binding and are in **addition** to the costs of providing the forms and copies.

We accept credit cards (Visa/Mastercard), cash or cheque for payment.

CREDIT CARD #: _____ EXPIRY DATE: _____

I agree to pay the fees as specified:

Name: _____ Signature: _____ Date: _____

Please email your request to: info@assertivenorthwest.com****Include a copy of the contract signed by the owner with your Request Form or we will not issue any documents. Thank you.**