

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

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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](mailto: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.**