

Document Form Contract

NAME: _____

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 Requested: _____

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 BUSINESS DAY** - Cost \$350.00 _____ **TWO BUSINESS DAY** - Cost \$275.00
(24 hours from receipt of form) (48 hours from receipt of form)_____ **3 to 4 business days** - Cost \$200.00 _____ **5 to 6 business days** - Cost \$175.00**DELIVERY OPTIONS:** Mail _____ (Postage Fees Applicable) Email _____ (Complimentary)

Pick up at our Office: _____ (\$10.00 service fee)

Please Note: Rush Fees indicated are binding and are in **addition** to the costs of providing the forms and copies.**We accept etransfer and cheque for payment.** Etransfer _____ Cheque _____Via Etransfer: Forward payment to ettransfer@assertivenorthwest.com.

Security Question (clearly indicate): Strata Plan #, Strata Lot # and FORMS. (ie. ABC123498FORMS)

Security Answer is: Strata Plan #. (ie: ABC1234)

Security Question: _____ Security Answer: _____

NAME: _____ SIGNATURE: _____ DATE: _____

Please email your request to: info@assertivenorthwest.com