



101 - 388 First Avenue
 Kamloops, BC V2C 6W3
 T 250-851-9310
 F 250-851-2573
 TF 1-888-851-9310
 columbiaproperty.ca

STRATA CORPORATION DOCUMENTS ORDER FORM

Requests for documents can only be processed upon receipt of this completed form. Applications submitted after 12:00pm will be dealt with the next business day. All cancelation or amendment requests must be submitted within the same day as the date ordered, otherwise full charges will apply. Payment must be received prior to release of documents unless other arrangements have been made.

ORDER DATE: _____
 REQUESTOR'S NAME: _____ COMPANY NAME (IF APPLICABLE): _____
 REQUESTOR'S ADDRESS: _____
 PH: _____ FAX: _____ EMAIL: _____

DATE REQUIRED: _____

NOTE: If you require the documents earlier than 7 days, there will be an additional fee for expedited service. Please refer to the fee schedule below.

STRATA PLAN NO. _____ STRATA LOT NO. _____ P.I.D. NO. _____
 CURRENT OWNER'S NAME(S): _____
 CIVIC ADDRESS OF UNIT: _____
 LEGAL DESCRIPTION: _____
 PURCHASER'S NAME(S): _____

WILL PURCHASER RESIDE IN UNIT? YES NO COMPLETION DATE: _____

IF NOT, PROVIDE PURCHASER'S ADDRESS: _____

IF APPLICABLE, WILL PURCHASER ENTER RENTAL POOL? YES NO

DOCUMENTS REQUESTED:

MINUTES (\$0.25 Per Page + GST)

STRATA COUNCIL MEETING(S): FROM: _____ / _____ TO: _____ / _____
MTH YEAR MTH YEAR

ANNUAL GENERAL MEETING(S) FROM: _____ / _____ TO: _____ / _____
MTH YEAR MTH YEAR

SPECIAL GENERAL MEETING(S) FROM: _____ / _____ TO: _____ / _____
MTH YEAR MTH YEAR

- FORM B: \$35.00 + GST
- FORM F: \$15.00 + GST
- CURRENT FINANCIAL STATEMENTS: \$0.25/PG + GST
- CURRENT BYLAWS: \$0.25/PG + GST
- STRATA PLAN: \$0.25/PG + GST
- EMAIL: \$5.00 + GST
- FAX: \$5.00 (Local) / \$10.00 (Long Distance)+GST
- POSTAGE: \$5.00 + GST
- INSURANCE: \$0.25/PG + GST
- OTHER (Please Specify): _____

EXPEDITED SERVICE FEES: Same Day: \$100.00 + GST 2 Days: \$75.00 + GST 3 days: \$50.00 + GST