

*LAWYER & NOTARY DOCUMENT REQUEST FORM*

☐ Conveyance/Sale

☐ Re-Mortgaging

☐ Add/Remove Name From Title

REQUESTED DOCUMENTS	REGULAR 7 BUSINESS DAYS	RUSH 3 BUSINESS DAYS	URGENT 1 BUSINESS DAY
<b>FORM B</b>	\$35.00 + GST <input type="checkbox"/>	\$100.00 + GST <input type="checkbox"/>	\$200.00 + GST <input type="checkbox"/>
<b>FORM F</b>	\$15.00 + GST <input type="checkbox"/>	\$100.00 + GST <input type="checkbox"/>	\$200.00 + GST <input type="checkbox"/>
<b>FORM H</b>	\$15.00 + GST <input type="checkbox"/>	\$30.00 + GST <input type="checkbox"/>	\$50.00 + GST <input type="checkbox"/>
<input type="checkbox"/> E-MAIL <input type="checkbox"/> FAX & MAIL - \$5.00 FOR FIRST PAGE \$1.00 FOR EACH ADDITIONAL PAGE + GST			

STRATA PLAN # \_\_\_\_\_ STRATA LOT # \_\_\_\_\_ P.I.D.# \_\_\_\_\_

CIVIC ADDRESS: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

NEW OWNER'S NAME(S):

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MR. ☐ MS. ☐ MRS. ☐

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MR. ☐ MS. ☐ MRS. ☐

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MR. ☐ MS. ☐ MRS. ☐

Are purchasers to reside in the strata lot? Yes ☐ No ☐ If NO, please provide forwarding address here under:

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Postal \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTE:** REQUESTS RECEIVED **AFTER 12:30 PM** WILL BE DEEMED AS RECEIVED THE FOLLOWING BUSINESS DAY. Our best efforts will be made to comply with an "URGENT" or "RUSH" order; however, we cannot guarantee your request will be met. You will be contacted when documents are ready for pickup. Unless undertaking is provided, payment (based on the applicable Schedule of Charges) is due at the time by **INTERAC to strata.legal@themaxrealty.com.**

*Date*

*Signature of Notary/Lawyer/Conveyancer*

*The above signature hereby agrees to pay the above charges to The Max Realty and Management. for services rendered whether the documents are picked up or not.*