

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
FORM B	\$35.00 + GST ☐	\$100.00 + GST ☐	\$200.00 + GST ☐
FORM F	\$15.00 + GST ☐	\$100.00 + GST ☐	\$200.00 + GST ☐
FORM H	\$15.00 + GST ☐	\$30.00 + GST ☐	\$50.00 + GST ☐
☐ E-MAIL ☐ 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.