

You may order electronic copies of documents (.pdf) by placing your order through eStrataHub

**DOCUMENT ORDER FORM (LAWYER / NOTARY) – WOODCROFT**

\*\*\* Orders received after 3:00 pm will be considered received the following business day. \*\*\*

REGULAR SERVICE		RUSH SERVICE		
+5 BUSINESS DAYS (1 WEEK)		+3 (or +4) BUSINESS DAYS	+2 BUSINESS DAYS	NEXT BUSINESS DAY
FORM F	<input type="checkbox"/> \$15 + Tax	<input type="checkbox"/> \$15 + \$75 = \$90 + Tax	<input type="checkbox"/> \$15 + \$100 = \$115 + Tax	NOT AVAILABLE
FORM B**	<input type="checkbox"/> \$35** + Tax	<input type="checkbox"/> \$35 + \$75 = \$110** + Tax	<input type="checkbox"/> \$35 + \$100 = \$135** + Tax	NOT AVAILABLE

\*\* Photocopy charges for Form B attachments (25c/pg) will be added to the price of all Form B's.

STRATA PLAN: \_\_\_\_\_ STRATA LOT: \_\_\_\_\_ PARCEL ID: \_\_\_\_\_  
 CIVIC ADDRESS: \_\_\_\_\_ Fullerton Avenue, North Vancouver  
 PURPOSE:  PURCHASE  REFINANCING  OTHER \_\_\_\_\_ (e.g. adding owner)  
 CURRENT OWNER'S NAME(S): \_\_\_\_\_  
 PURCHASER'S NAME(S) as will be registered: \_\_\_\_\_  
 PURCHASER WILL RESIDE IN PROPERTY:  YES  NO COMPLETION DATE (mm/dd/yyyy): \_\_\_\_\_  
 POSSESSION DATE (mm/dd/yyyy): \_\_\_\_\_  
 IF NO, PROVIDE NON-RESIDENT ADDRESS: \_\_\_\_\_  
 STRATA FEE AMOUNT: \$ \_\_\_\_\_ CURRENT MONTH PAID:  YES  NO  
 INSURANCE COMPANY: BFL Canada (604-669-9600)

**DOCUMENTS REQUESTED BY:**

LAW FIRM / NOTARY PUBLIC: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_  
*I hereby confirm that I am an agent authorized by the owner / purchaser and entitled to receive the documents ordered. I agree to pay the document fees as indicated above. Further, I understand that the personal information of the owner / purchaser provided above is for purposes of complying with legal requirements, identifying and communicating with the owner, and ensuring the orderly management of the strata corporation. As an agent of the owner / purchaser, I hereby authorize The Wynford Group to collect, use, and disclose the personal information disclosed above for these purposes.*  
 \_\_\_\_\_  
 NAME (PLEASE PRINT) SIGNATURE DATE

**LEGAL UNDERTAKING**

I / WE \_\_\_\_\_ UNDERTAKE TO PAY THE FOLLOWING TO THE STRATA CORPORATION:

- ARREARS \$ \_\_\_\_\_
- ARREARS (Special Levy) \$ \_\_\_\_\_
- STRATA FEES DUE PRIOR TO COMPLETION \$ \_\_\_\_\_
- \*HOLDBACK\* FOR RECENT OR PENDING PAYMENTS (IF PAYMENT DOES NOT CLEAR WITHIN 10 BANKING DAYS OF DEPOSIT) PLUS \$25.00 POTENTIAL 'NSF' CHARGE \$ \_\_\_\_\_
- MOVE IN / OUT FEES (PER BYLAWS & RULES) \$ \_\_\_\_\_
- OTHER \_\_\_\_\_ \$ \_\_\_\_\_

(\* HOLDBACKS MAY NOT BE RELEASED UNLESS CONFIRMED IN WRITING BY THE WYNFORD GROUP)  
 UNDERTAKING ACCEPTED BY: (MUST BE SIGNED BY LAWYER OR NOTARY)

NAME (PLEASE PRINT) SIGNATURE DATE