

CONDEX PROPERTY MANAGEMENT LTD.

210-2695 Granville St, Vancouver, BC V6H 3H4 604-682-5611(ph) 604-682-5614(fax)

S/PLAN: _____ OWNER: _____ UNIT: _____ S/L: _____

DATE OF REQUEST: _____ DATE OF PICKUP: _____

REQUESTED BY:

OWNER: _____	PHONE: () _____
AGENT: _____	PHONE: () _____
FIRM: _____	PHONE: () _____

DOCUMENT PRICE LIST

FORM B	IN 7 DAYS - STRATA PROPERTY ACT	\$ 35.00	_____	
FORM B	RUSH – 48 HOURS	185.00	_____	
FORM F	IN 7 DAYS - STRATA PROPERTY ACT	15.00	_____	
FORM F	RUSH – IN 48 HOURS	95.00	_____	
MINUTES	IN 14 DAYS –STRATA PROPERTY ACT (PER/PG)	0.25	_____	
MINUTES	RUSH – 48 HOURS (PER SET)	15.00	_____	
BYLAWS	IN 14 DAYS – STRATA PROPERTY ACT (PER/PG)	0.25	_____	
BYLAWS	RUSH – 48 HOURS	40.00	_____	
FINANCIALS	IN 14 DAYS –STRATA PROPERTY ACT (PER/PG)	0.25	_____	
FINANCIALS	RUSH – 48 HOURS	20.00	_____	

OTHER FORM REQUESTS: _____

MNTC \$: _____	SUB-TOTAL: _____	
CRF: _____	GST #136853223	
ARREARS: _____		
RENTALS: _____	TOTAL:	\$ _____

<u>QUICK PAK</u>	WITHIN 2 DAYS OF REQUEST (INCLUDES GST)	\$ 95.00
BYLAWS & RULES/REGULATIONS	_____	
FINANCIAL STATEMENT	_____	
COUNCIL MINUTES (12 MONTHS)	_____	
ANNUAL GENERAL MTG(S) (12 MONTHS)	_____	
SPECIAL GENERAL MTG(S) (12 MONTHS)	_____	
PRIOR YEAR(S) MINS @ \$40.00/YR	_____	
	TOTAL:	\$ _____

Request for Strata Corporation Records and Documents

Name of Person Requesting Documents: _____

Company Name: _____

Phone No. _____ Cell No. _____ Fax No. _____

E-mail Address: _____

Civic Address of Strata Property: _____ Strata Plan No: _____

Strata Lot Owners' Name: _____

Documents and Records Requested:

Please mark the applicable box clearly with an 'x' to indicate your request.

Strata Minutes:

From _____ / _____
Month Year

To _____ / _____
Month Year

- Strata Council Meeting(s)
- Annual General Meeting(s)
- Extraordinary Meetings(s)
- Special General Meeting(s)
- Meetings of Executive Members of any Section

Note: If all documents for the period requested are not included, please provide an explanation.

- Information Certificate (Form B) attaching the Rules, Current Budget & Developer's Rental Disclosure Statement (if any).**
- Current Bylaws** (and/or any section to which the strata lot belongs)
- Current monthly financial statements including year to date information**
- Most recent fiscal year end financial statement**

Registered strata plan of Strata Lot #

_____ **attaching:**

- Face page
- Unit entitlement information (Form 1)
- Pages specific to the Strata Lot in question
- Record of By-laws
- Dealings affecting common property

Note: To ensure you are receiving the most current information it is strongly recommended that this information be obtained directly from the Land Titles Office.

Has an engineer's report been completed within the last three years?

- Yes** *If yes, please fill out the following and fax this form to the above mentioned fax number.*
Date of report _____
Company _____
Scope (walls/roof) _____
- No**

Has an engineer's report been commissioned but not yet completed?

- Yes** *If yes, please fill out the following and fax this form to the above mentioned fax number.*
Date of report _____
Company _____
Scope (walls/roof) _____
- No**

As owner of Strata Lot # _____ I, hereby authorize _____ of _____ to obtain any and all of the above requested information/documents.

Signed _____ Date: _____