

2010



1650, 736 - 6th Avenue SW  
Calgary, AB T2P 3T7  
Tel.: 403-237-0477 Fax: 403-233-2506

### Condominium Document Request Form

Please provide the following documents on a Regular/Rush basis (Circle one).

Name of Condominium: \_\_\_\_\_

Condominium Plan No: \_\_\_\_\_

Property Address: \_\_\_\_\_

Request Date: \_\_\_\_\_

Date Required: \_\_\_\_\_ (Note Rush Charge)

**Payment: Cheque or Cash only**

<u>Document</u>	<u>Required</u> (Check off)	<u>Regular</u> (Circle)	<u>Rush</u> (Circle)
Condo By-laws	<input type="checkbox"/>	\$31.50	\$63.00
Management Agreement	<input type="checkbox"/>	\$0.00	\$0.00
Insurance Certificate	<input type="checkbox"/>	\$12.60	\$25.20
Audited Financial Statements	<input type="checkbox"/>	\$27.30	\$54.60
Condo Budget	<input type="checkbox"/>	\$15.75	\$31.50
Balance Sheet	<input type="checkbox"/>	\$15.75	\$31.50 (set)
Board Minutes	<input type="checkbox"/>	\$15.75	\$31.50 (set)
AGM Minutes	<input type="checkbox"/>	\$15.75	\$31.50
Reserve Fund Study	<input type="checkbox"/>	\$71.40	\$142.80
Estoppel Certificate (see page 2)	<input type="checkbox"/>	\$173.25	\$346.50
Post Tension Cable Report	<input type="checkbox"/>	\$21.00	\$42.00
Written Confirmation	<input type="checkbox"/>	\$31.50	\$63.00

(Includes percentage of owner occupancy etc.)

Total Cost: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Phone: \_\_\_\_\_