



Cornerstone Park Realty

604-791-1440
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REALTORS INFORMATION REQUEST FORM 2021

Date ordered: _____ Date Needed by: _____
(will be contacted once complete by 3:00pm)

Requests for documents can only be made upon us receiving a COMPLETED request form. Requests that come into the office after noon will be dealt with the following day. All cancellations must be made in writing within 24hrs of the placement of order, otherwise full charges will apply.

Strata Corporation Information:

- 1. Strata Plan # _____ Strata Lot # _____ (required) Unit # _____
2. Property Address: _____ Complex Name: _____
3. Unit Owners Name _____ 4. MLS# _____

Requestor Information:

- 1. Realtor Name: _____ Pick-up Person: _____ (if different)
2. Real Estate Company & Billing Address: _____
3. Company Phone# _____ Cell# _____ E-Mail: _____

Information Being Requested:

Costs

\$35.00 [] Yes Form B (Includes the following mandatory documents at .25 cents per page:
A current Financial Statement, Rental Disclosure Statement, Rules and Depreciation
Report and/or Depreciation Report updates

I wish to waive receiving any Depreciation Report(s) and I am willing to sign a waiver [] NO or [] Yes

- \$0.25/pg [] Yes Financials
\$0.25/pg [] Yes Bylaws and Rules
\$0.25/pg [] Yes Minutes (1 year) [] (2 years) [] (specific dates only) _____
\$0.25/pg [] Yes Strata Plans (Phase_____)
\$0.25/pg [] Yes Insurance Summary Sheets
\$0.25/pg [] Yes Depreciation Report (if available)
\$0.25/pg [] Yes Building Documents

in addition RUSH FEES: (1 week) no rush [] (4 days) \$25.00 [] (72 hr) \$35.00 []
(48 hr) \$50.00 [] (24 hr day) \$75.00 [] (same day-must be ordered before noon) \$100.00 []

Please Note: * All prices will have GST added and are subject to change without notice and are non-refundable.
** Rush fee charges are in excess of the \$35.00 Form B and .25 cents per page costs
*** Rush fees are based on business days, and do not include weekends or holidays