

# FRASER CAMPBELL PROPERTY MANAGEMENT LTD.

#210-5500-152 St., Surrey, BC, V3S 5J9  
Phone: (604)585-3276 Fax: (604) 585-3233

## REALTOR & OWNER INFORMATION REQUEST FORM

|   |      |   |              |
|---|------|---|--------------|
| <b>OWNER AUTHORIZATION:</b> I am <input type="checkbox"/> a registered owner or <input type="checkbox"/> an agent authorized by an owner and entitled to receive the documents requested. I agree to pay the charges in full and understand that this order is non-refundable. <i>Unsigned forms will not be processed.</i> |      |   |              |
| Signature _____   |      | Date _____  |              |
| <b>CONTACT INFORMATION:</b> Name of Person Requesting Documents   |      | Company (if Agent)  |              |
| Phone   | Cell | Fax   | E-mail       |
| Requestor's Address   |      |   |              |
| Strata Lot Owners' Name(s)  |      |   |              |
| Civic Address of Property   |      |   |              |
| Strata Plan   |      | Strata Lot  |              |
| <b>INFORMATION REQUESTED</b> for <input type="checkbox"/> listing/sale <input type="checkbox"/> other (please state reason) _____   |      |   |              |
| <input type="checkbox"/> Form B including Strata Property Act Required Attachments (\$35.00 + \$0.25 per page + GST)  |      |   |              |
| <input type="checkbox"/> Bylaws & Rules (\$0.25/page+ GST) <input type="checkbox"/> Financial Statements & Current Budget (\$0.25/page+ GST)  |      |   |              |
| <input type="checkbox"/> Depreciation Report (\$0.25/page+ GST)   |      |   |              |
| <input type="checkbox"/> 2 Years Minutes (\$0.25 per page + GST) <input type="checkbox"/> Strata Plan (\$0.25 per page + GST)   |      |   |              |
| <input type="checkbox"/> Engineer's Report in last 3 years (\$0.25 per page + GST)  |      |   |              |
| <input type="checkbox"/> Miscellaneous (\$0.25 per page + GST) _____  |      |   |              |
| <b>Please indicate required DELIVERY TIME:</b>  |      | <b>Please indicate DELIVERY METHOD:</b>   |              |
| <input type="checkbox"/> Form required in 24 hours (additional \$150.00 rush charge plus GST)   |      | <input type="checkbox"/> Pick up at FCPM office   |              |
| <input type="checkbox"/> Form required in 2 business days (additional \$100.00 rush charge plus GST)  |      | <input type="checkbox"/> Email (\$5.00 +GST)  |              |
| <input type="checkbox"/> Form required in 3-4 business days (additional \$50.00 rush charge plus GST)   |      | <i>All personal information provided is collected, used, and disclosed by Fraser Campbell Property Management Ltd. in accordance with the Strata Property Act exclusively for purposes of complying with legal requirements, identifying and communicating with strata owners, and ensuring the orderly management of the Strata Corporation.</i> |              |
| <input type="checkbox"/> Form required 1 week from order date (5 business days) (no extra charge)   |      |   |              |
| <b>PAYMENT INFORMATION</b>  |      |   |              |
| <input type="checkbox"/> Visa/MasterCard on ordering. Payment will be processed upon placement of the order and is non-refundable. Fraser Campbell Property Management Ltd. does not store credit card information after transaction is processed.  |      |   |              |
| Credit Card Number:   |      | CVV:  | Expiry Date: |
| Cardholder's name on card:  |      | Signature of Cardholder:  |              |

Please complete form in entirety and return via fax to 604-585-3233 OR email to [info@frasercampbell.com](mailto:info@frasercampbell.com).