

Request for Forms

Please complete and email to admin@paragonrealty.ca or fax to 604-576-3813.

Please note that incomplete or illegible forms may delay processing time.

Prior to processing your request, we will require an undertaking for any outstanding strata fees and full payment of our form fees. These details will be provided to you via email and payment may then be made by cheque to Paragon Realty Corporation or via e-transfer to allison@paragonrealty.ca.

Request Date _____ **Completion date** _____

Property Address

Civic _____
Strata Lot _____ Strata Plan _____ Legal (PID) _____

Requested by

Name _____ Company _____
Address _____
Phone _____ Fax _____ Email _____

Acting on behalf of Vendor Purchaser

Vendor Name _____

Purchaser Name _____
Home Phone _____ Cell _____ Email _____

Will purchaser reside in unit? Yes No If no, please provide complete mailing address:

Please check all required forms & information

Receive requested documents by email to avoid photocopy fees

Form F, \$15.00 + GST

Form B, \$35.00 + GST

Bylaws

Council Minutes from _____ to _____

AGM Minutes from _____ to _____

Financial Statements from _____ to _____

Additional information required _____

Allow 7 business days for this information (standard fees apply)

Rush Fees: (if documents required before 7 business days)

Same Day Rush, additional \$200.00 + GST (must be ordered before noon)

2 to 3 Days Rush, additional \$125.00 + GST

4 to 6 Days Rush, additional \$75.00 + GST