



Form B / Form F - Information Request

Request can only be processed upon receipt of this completed form.

Please complete form and fax or email to
 Accent Property Management Ltd. at 250-549-2533 or info@accentpm.ca Pick up
 at: #204 - 3304 32nd Avenue Vernon, BC V1T 2M6 250-542-1533

Order Date: _____ Strata Plan: _____ Unit: _____ Lot: _____ PID #: _____

Legal Description: _____

Civic Address: _____

Buyers: _____ Phone: _____ Seller: _____
 (Registered Owner(s) Name(s) to be on Title)

Non-Resident Buyer's Mailing Address (if applicable):

Possession Date: _____ Completion Date: _____

Your Company: *Lawyer/Notary/Real Estate Company:* _____

Phone: _____ Fax: _____ Requested by (name): _____

Address and **Email Address:** _____ Postal Code: _____

PLEASE INDICATE REQUESTED FORM(S) AND INFORMATION WITH CHECK ✓ MARK BELOW:

Timing and Cost:
 Provided within 7 days unless expedited:

Form B - \$35
 Form F - \$15

4 Day Rush: Within 4 business days - \$50.
 2 Day Rush: Within 2 business days - \$75.
 1 Day Rush: Close of next business day - \$100.

Rush fee will not be charged if not available.
 Attachments are \$0.25 per page.

Insurance Cover: _____ Budget: _____ Financial Statements (dates): _____

Bylaws/Rules: _____ Minutes (dates): _____ **All prices do NOT include GST.**

Strata Plan _____

INFORMATION WILL ONLY BE RELEASED UPON RECEIPT OF WRITTEN CONSENT FROM AN AUTHORIZED AGENT, INCLUDING SIGNATURE PAGE OF AGENCY AGREEMENT.

Signature(s): _____ for permission to release information

TO BE COMPLETED BY ACCENT PROPERTY MANAGEMENT LTD.

Account Balance: _____ Strata Fees: _____

Outstanding Assessments: _____ Due Date: _____

CRF Balance: _____ Budget Balance: _____ Other: _____

Returned Post Dated Cheques: _____ Date _____ Cancel DEFT: _____ Date _____ Move-Out Fee: _____

_____ Welcome Pack Completed: _____ Welcome Pack Delivered _____

Delivery Method: _____ AR: Payment Rec'd: _____ Ch#: _____

Comments: _____

Network Update: Telephone List _____ Parking List _____ Rental List _____ A/R Summary _____ Deposit Sheet _____
 Enterphone List/Display _____ AGM Roster _____ Deposit Sheet _____ Absent Owner Labels _____ Key Deposit _____