

Form B – Strata Property Act

INFORMATION CERTIFICATE

(Section 59)

The Owners, Strata Plan _____ Suite No: _____ *[the registration number of the strata plan]* certify that the information contained in this certificate with respect to Strata Lot _____ *[number as shown on strata plan]* is correct as of the date of this certificate.

- (a) Monthly strata fees payable by the owner of the strata lot described above \$

- (b) Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court, or to the strata corporation in trust under section 114 of the *Strata Property Act*) \$ Nil

- (c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets?
___no ___yes *[attach copy of all agreements]*
all unit improvements are an owner responsibility

- (d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved. The payment is to be made by **dates shown on general meeting minutes as attached – noting there may be several. Payment schedules are attached** Nil

- (e) Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year
Attached Income Statement & Balance Sheet & AGM/SGM minutes

- (f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund **See attached resolutions and current Contingency Reserve Fund on Balance Sheet** \$

- (g) Are there any amendments to the bylaws that are not yet filed in the land title office?
___no ___yes *[attach copy of all amendments]*

(h) Are there any resolutions passed by a 3/4 vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office?
___ no ___ yes [*attach copy of all resolutions*]

(i) Has notice been given for any resolutions, requiring a 3/4 vote or unanimous vote or dealing with an amendment to the bylaws, that have not yet been voted on?
___no ___yes [*attach copy of all notices*]

(j) Is the strata corporation party to any court proceeding or arbitration, and/or are there any judgments or orders against the strata corporation?
___no ___ yes [*attach details*]

(k) Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets?
___ no ___yes [*attach copies of all notices or work orders*]

(l) Number of strata lots in the strata plan that are rented _____.

(m) Are there any parking stall(s) allocated to the strata lot?
___no ___ yes

(i) If no, complete the following by checking the correct box

___ No parking stall is available

___ No parking stall is allocated to the strata lot but parking stall(s) within common property might be available

(ii) If yes, complete the following by checking the correct box(es) and indicating the parking stall(s) to which the checked box(es) apply.

___ Parking stall(s) number(s) _____ is/are part of the strata lot

___ Parking stall(s) number(s) _____ is/are separate strata lot(s) or parts of a strata lot.....[*strata lot number(s), if known, for each parking stall that is a separate strata lot or part of a separate strata lot*]

___ Parking stall(s) number(s) _____ is/are limited common property

___ Parking stall(s) number(s) _____ is/are common property

(iii) For each parking stall allocated to the strata lot that is common property, check the correct box and complete the required information.

___ Parking stall(s) number(s) _____ is/are allocated with strata council approval*

____ Parking stall(s) number(s) is/are allocated with strata council approval and rented at \$..... per month* **Rental spaces revert to rental pool & a wait list & may be available**

____ Parking stall(s) number(s) may have been allocated by owner developer assignment

Details:

.....
[Provide background on the allocation of parking stalls referred to in whichever of the 3 preceding boxes have been selected and attach any applicable documents in the possession of the strata corporation.]

***Note: The allocation of a parking stall that is common property may be limited as short term exclusive use subject to section 76 of the Strata Property Act, or otherwise, and may therefore be subject to change in the future.**

Are there any storage locker(s) allocated to the strata lot?

(n)

____ no ____ yes

(i) If no, complete the following by checking the correct box

____ No storage locker is available

____ No storage locker is allocated to the strata lot but storage locker(s) within common property might be available

(ii) If yes, complete the following by checking the correct box(es) and indicating the storage locker(s) to which the checked box(es) apply.

____ Storage locker(s) number(s) is/are part of the strata lot

____ Storage locker(s) number(s)is/are separate strata lot(s) or part(s) of a separate strata lot.....[strata lot number(s), if known, for each locker that is a separate strata lot or part of a separate strata lot]

____ Storage locker(s) number(s)is/are limited common property

____ Storage locker(s) number(s) _____ is/are common property

(iii) For each storage locker allocated to the strata lot that is common property, check the correct box and complete the required information.

____ Storage locker(s) number(s) _____ is/are allocated with strata council approval*

____ Storage locker(s) number(s)is/are allocated with strata council approval and rented at \$..... per month **Rental locker spaces revert to rental pool and a wait list & may be available**

____ Storage locker(s) number(s)may have been allocated by owner developer assignment

Details:

[Provide background on the allocation of storage lockers referred to in whichever of the 3 preceding boxes have been selected and attach any applicable documents in the possession of the strata corporation.]

***Note: The allocation of a storage locker that is common property may be limited as short term exclusive use subject to section 76 of the *Strata Property Act*, or otherwise, and may therefore be subject to change in the future.**

Required Attachments: In addition to attachments mentioned above, section 59(4) of the *Strata Property Act* requires that copies of the following must be attached to this Information Certificate:

- _____ The rules of the strata corporation; **(attached to By-laws)**
- _____ The current budget of the strata corporation **(on the Income Statement)**;
- _____ The owner developer's Rental Disclosure Statement under section

139, if any; and

_____ The most recent depreciation report, if any, obtained by the strata corporation under section 94.

Date: **January 27th, 2014** *[month day, year]*.

Signature of Strata Manager, authorized by strata corporation
CONDEX PROPERTY MANAGEMENT LTD.

Strata Property Act
Form F (Section 115)
CERTIFICATE OF PAYMENT

The Owners, Strata Plan _____ [the registered number of the strata plan] certify under section 115 of the *Strata Property Act* that the owner of the strata lot described as

_____ [parcel identifier] _____ [legal description of strata lot]

- a) does not owe money to the Strata Corporation, or
- b) does owe money but
 - (i) the money claimed by the Strata Corporation has been paid into court, or to the Strata Corporation in trust, under section 114 of the *Strata Property Act*, or
 - (ii) arrangements satisfactory to the Strata Corporation have been made to pay the money owing.

Date: _____ [month, day, year]*

Signature of Strata Manager

* Section 115(2) of the Act provides that a Certificate of Payment is current for the purposes of section 256 of the Act for a period of 60 days from the date issued.