



REQUEST FOR STATUS CERTIFICATE

SUITE # _____

DATE: _____

MUNICIPAL ADDRESS: _____

PARKING UNIT: _____ LOCKER UNIT: _____

REQUESTED BY: _____

TELEPHONE NO: _____ FAX NO: _____

EMAIL ADDRESS: _____

SELLER'S NAME: _____ PURCHASER'S NAME: _____

SELLER'S
LAWYER'S NAME, ADDRESS & TELEPHONE NO:

PURCHASER'S
LAWYER'S NAME, ADDRESS & TELEPHONE NO:

- The Scheduled Closing Date for the Unit(s) is: _____

****Please provide the Management with the legal ownership change***

- Person Requesting the Status Certificate is the:

{ }	Owner of the Unit	{ }	Mortgage Company
{ }	Solicitor for Seller	{ }	Solicitor for Purchaser
{ }	Real Estate Agent for Seller	{ }	Real Estate Agent for Purchaser
{ }	Other _____		

- The Status Certificate is requested for the purpose of:

{ }	Purchase of Unit	{ }	Sale of Unit	{ }	Re-finance of Unit
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- The fee for the Status Certificate is:

{ }	enclosed	{ }	sent via mail	{ }	sent via courier
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GENERAL INFORMATION

- Section 76, (3) of the Condominium Act, 1998 states: **“The Corporation shall give a status certificate within 10 days after receiving a request for it and payment of the fee charged by the corporation for it.”**
- The fee set by the Condominium Act Regulation is \$100.00 (including HST) and is payable to ACE CONDOMINIUM MANAGEMENT INC. and is payable by CASH, CERTIFIED CHEQUE and/or MONEY ORDER.
- Please submit your completed form and payment **delivered by mail or courier** to:

Status Certificates
c/o Ace Condominium Management Inc.
89 Connie Crescent
Concord, Ontario
L4K 1L3

***If you choose to drop off your status certificate at our Head Office, please ensure that you book an appointment in advance with your Property Manager.**

Please contact your Property Manager, should you have any questions.

- Real Estate agents and solicitors are fully aware of the 10-day notice period required for the issuance of a certificate. However, we usually have certificates ready for pick up within 7 business days upon receipt of payment and all required information. Please do not call requesting early delivery of your certificate. Should the certificate be available sooner, you will be notified.
- The information contained in the certificate may only be relied upon based on the date of the certificate. This is a legal document issue and therefore purchasers in real estate transactions involving long closing dates are strongly urged to request another certificate prior to the closing date.

I acknowledge having read and understood the above information.

Signature of Requestor

For Office Use Only:

Unit Information: Suite # _____ Level # _____ Unit # _____

Parking Space: Space # _____ Level # _____ Unit # _____

Parking Space: Space # _____ Level # _____ Unit # _____

Locker (If Applicable): Locker# _____ Level # _____ Unit # _____

CEF: \$ _____ Arrears: _____