

Capitalink Property Management LTD

10 Milner Business Court, Suite 300, Toronto, ON M1B 3C6

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STATUS CERTIFICATE REQUEST FORM

Date of Completing This Form: _____ Reason for The Status Certificate: **Sale/ Purchase/ Refinance**

Condominium Corporation Name and Number _____

Full Municipal Address: _____

<u>VENDOR</u>	<u>PURCHASER</u>
NAME AND ADDRESS	

PHONE (H)	

PHONE (C)	

EMAIL	

SOLICITOR INFO	

Type of Service Required: _____

Anticipated Closing Date: _____

**NORMAL SERVICE Fee \$100 for 10 Days, or
EXPRESS SERVICE Fee \$250 for 5 Days**

Arrangement for pickup/delivery of the Status Certificate (**Capitalink can delivery at a charge of \$15.00**)

THIS STATUS CERTIFICATE REQUEST WILL BE PROCESSED 10 DAYS FROM THE DATE OF RECEIPT OF THIS REQUEST AND PAYMENT BY MONEY ORDER OR CASH \$100.00.

FOR EXPRESS 5 BUSINESS DAYS TURNAROUND WITH AN ADDITIONAL FEE OF \$150.00 WILL APPLY. YOUR REQUEST MUST BE SUBMITTED BEFORE 12:00 NOON ON THE DAY OF THE REQUEST. WE DO NOT ACCEPT PERSONAL CHEQUE or CREDIT CARD AS PAYMENT. An additional \$10 is added if paying by E-transfer

PLEASE MAKE YOUR MONEY ORDER PAYABLE TO CAPITALINK PROPERTY MANAGEMENT LTD

PAID MONEY ORDER # _____

REQUESTED BY: _____

Phone # _____

Email: _____

Alternate Contact Name: _____

Phone # _____

Email: _____

IT IS THE RESPONSIBILITY OF THE PERSON ORDERING THE STATUS CERTIFICATE FOR PICK UP AND/OR DELIVERY OF SAME AND WE WILL ADVISE WHEN ITS READY.