



HOMELIFE
ADVANTAGE
REALTY LIMITED

January 27, 2022

NOTICE

Re: Rush Fee Increase

To all it may concern or affect,

I am sure this will come at no surprise to you that I am writing this letter today. Due to the many changes and costs to our industry and staffing needs coupled with the challenges of keeping up with the rapid pace of the market, we have been forced to revisit some of the costs involved in maintaining the levels of efficient service we strive to continually provide.

Effective March 1, 2022, some of our pricing has changed, as follows:

Rush Fees

Same Day:	\$500
1 Business Day:	\$400
2 Business Days:	\$300
3 Business Days:	\$250
4 Business Days:	\$125

Thanking you in advance,

Sincerely,
HOMELIFE ADVANTAGE REALTY LTD

Mike Browne
Managing Broker



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HOA & HOC REQUEST FORM 2022

Date ordered: _____ **Date Needed by:** _____
(will be contacted once complete by 4:00pm)

Requests for documents can only be made upon us receiving a COMPLETED request form. We will confirm receipt of your request form. Requests that come into the office after 11:00am will be dealt with the following day. All cancellations must be made in writing within 24hrs of the placement of order, otherwise full charges will apply. Fees for all documents requested from and provided by our office must be paid whether the documents are picked up or not. Strata Documents to be picked up will be at our above noted location.

- 1. Complex Name: _____ Unit #: _____
- 2. Owner Last Name: _____ Property Address: _____

Requestor Information:

- 1. Realtor Name: _____ Company Phone #: _____
- 2. Real Estate Company & Address: _____
- 3. Cardholder (if different): _____ Phone #: _____ E-Mail: _____

Information Being Requested:

Costs

- \$35.00** Yes **Information Certificate** (Includes the following mandatory documents at .25 cents per page: A current Financial Statement, Rental Disclosure Statement, Rules and Depreciation Report or Deprecation Report Update – *if available*)
- \$0.25/pg Yes Financials
- \$0.25/pg Yes Bylaws and Rules (most current):
- \$0.25/pg Yes Minutes (1 year) (2 years) (specific dates only) _____
- \$0.25/pg Yes Company Articles (if available)
- \$0.25/pg Yes Sub Lease and/or Head Lease (if available)
- \$0.25/pg Yes Insurance Summary
- \$0.25/pg Yes Depreciation Report or Deprecation Report Update (*if available*)
- Yes **Completed Strata Documents sent via e-mail**

in addition RUSH FEES are as follows: (Same day -must be ordered by 11am) \$500.00
(Next Day) \$400.00 (2 days) \$300.00 (3 days) \$250.00 (4 days) \$125.00 (5 days) no rush

- Please Note:**
- * Rush fee charges are in excess of the \$35.00 Form B and .25 cents per page costs.
 - * All prices will have GST added and are subject to change without notice and are non-refundable.
 - * Rush fees are based on business days, and do not include weekends or holidays.
 - * Please include your listing contract or signed authorization to obtain Strata documents by the owner.
 - * HomeLife Advantage Realty Ltd. staff members check in for staff rush fee pricing.