



ASSET WEST

PROPERTY MANAGEMENT LTD.

ESTOPPEL CERTIFICATE REQUEST FORM

(Email to: reception@assetwest.com)

Please complete this form in order to process your request promptly. **(Please Print)**

Date Requested: _____

Requesting Firm: _____ **Contact:** _____

Address: _____ **Province:** _____

Postal Code: _____ **Phone:** _____ **Fax:** _____

Email: _____

Current Owner/s: _____

Unit # _____ Legal # _____ Condominium Plan #: _____

Property Address: _____

New Owner/s: _____ **Phone:** _____ **Email:** _____

Mailing Address: _____ **Province:** _____ **Postal Code:** _____

Will the new owner be residing at the property address? Yes: No:

Possession Date: _____

If possession date is the 1st of the month, who will be paying the condominium fee? Vendor: Purchaser:

Estoppel Pricing: (Please circle one):	Regular Service (Maximum 10 business days)	\$210.00
	Rush Service (Maximum 3 business days)	\$315.00

Please note: Prices above include 5% GST GST Reg No 873374110RT0. We accept Cheques or Money Orders for all document requests. Please make Cheques payable to: **Asset West Property Management Ltd.**

THE FOLLOWING IS FOR OFFICE USE ONLY

Document Payment Received? Yes No Cheque #: _____ By (initial): _____

Monthly Condo Fee Assessment: \$ _____ as of (date): _____

Amounts Outstanding:

Condominium Fee: _____	Late Charges: _____
Special Assessment: _____	Caveat/Legal Costs: _____
Charge Backs/Fines/Arrears: _____	Caveat on Property? Yes <input type="checkbox"/> No <input type="checkbox"/>
Late Charges: _____	Total Amount owing for Clear Estoppel: _____

Cost effective results through professionalism & ethical standards

Canmore/ Brokerage Office
#300, 729 – 10th Street . Canmore, Alberta . T1W2A3
Tel: (403) 678-3000 . Fax: (403) 678-0039

Calgary Office
204, 1212 – 1st Street SE . Calgary, Alberta . T2G 2H8
Tel: (403) 290-1912 . Fax: (403) 246-7998

www.assetwest.com