

Condominium Document Categories & Costs

Document Type	What Is Included	Capped Cost	Rush Fee*
Estoppel --- Section 43.2 obligations	Certification of: -the amount of any contribution payable by the owner -the frequency at which contributions are payable -the amount of contributions payable that is in arrears, if any, and; -the amount of interest owing, if any, on any unpaid balance of contribution	\$200.00	Up to \$100.00
"Information Statement" ** --- Section 44 obligations	-Actions commenced & served, unsatisfied judgements/orders, and written demands in excess of \$5,000 -A statement setting out the amount of the capital replacement reserve fund -A statement setting out the amount of the contributions & basis on which that amount was determined -A statement setting out any structural deficiencies that the corporation has knowledge of at the time of the request in any of the buildings that are included on the condominium plan -Loan disclosure statements for current loans, including documents, showing the starting balance, current balance, interest rate, monthly payment, purpose of the loan, amortization period and default information if applicable.	\$100.00	Up to \$50.00
Supplemental ** --- Section 44 obligations --- <i>Note: These items are each considered an independent document when considering fees.</i>	1. The particulars or a copy of any subsisting or prior management agreement; 2. The particulars or a copy of any subsisting recreational agreement; 3. The particulars respecting any post tensioned cables that are located anywhere on or within the property that is included in the condominium plan; 4. A copy of the budget of the corporation; 5. A copy of the annual financial statements of the corporation; 6. A copy of the bylaws of the corporation; 7. In respect of a particular fiscal year, a copy of: (i) all approved minutes of all general meetings of the corporation, if available, (ii) draft minutes of general meetings, if	\$0.25/page when hard copy and exceeding 40 pages in length --- \$10.00 when hard copy and 40 pages or less in length --- \$10.00 when provided in a format	Up to \$20.00 for any other information or document

	<p>approved minutes are not available, for meetings that occurred at least 30 days before the date of the request, and</p> <p>(iii) approved minutes of board meetings;</p> <p>8. A statement setting out the unit factors and the criteria used to determine unit factor allocation;</p> <p>9. A copy of any lease agreement or other exclusive possession agreement with respect to the possession of a portion of the common property or real property of the corporation, including a parking stall or storage unit;</p> <p>10. A consolidation of all the rules made by the corporation under section 32.1 of the Act</p> <p>11. The text of written ordinary and special resolutions voted on by the corporation and the results of the voting on those resolutions, other than the results of a vote conducted by a show of hands</p> <p>12. Copies of reports prepared for the corporation by professionals, including professional engineers but excluding reports requested and obtained by the corporation's legal counsel in relation to actual or contemplated litigation;</p> <p>13. Copies of insurance certificates held by the corporation;</p> <p>14. Copies of insurance policies held by the corporation;</p> <p>15. The current standard insurable unit description for the residential units or classes of residential units;</p> <p>16. Copies of reserve fund plans, reserve fund reports and annual reports</p>	<p>other than hard copy</p>	
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* Within 3 days of the request, excluding holidays as defined in the *Interpretation Act*.

**An owner is not precluded from making copies of any of the flagged documents or information and providing copies of this information or these documents to other persons.