



## 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:

<input type="checkbox"/> Owner of the Unit	<input type="checkbox"/> Mortgage Company
<input type="checkbox"/> Solicitor for Seller	<input type="checkbox"/> Solicitor for Purchaser
<input type="checkbox"/> Real Estate Agent for Seller	<input type="checkbox"/> Real Estate Agent for Purchaser
<input type="checkbox"/> Other _____	

- The Status Certificate is requested for the purpose of:

<input type="checkbox"/> Purchase of Unit	<input type="checkbox"/> Sale of Unit	<input type="checkbox"/> Re-finance of Unit
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- The fee for the Status Certificate is:

<input type="checkbox"/> enclosed	<input type="checkbox"/> sent via mail	<input type="checkbox"/> 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.  
12 Steinway Blvd. Unit 12  
Toronto, Ontario  
M9W 6M5

**\*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

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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: \_\_\_\_\_