



CONTACT INFORMATION

Owner Name(s): _____
Address: _____ Roll Number: _____
Registered Sale Date: _____ Price Paid: \$ _____

SALES VERIFICATION

- 1. What was the total price paid for the property? \$ _____
- 2. What date was the offer to purchase signed? _____
- 3. Was there an appraisal done in conjunction with the sale of the property? Yes No
If yes, what was the appraised value? \$ _____
- 4. Was the property publicly advertised? (e.g. MLS, Kijiji, sale sign on property, etc.) Yes No
If, yes, please indicate how it was advertised? _____
If, no, please indicate how you heard about the property being offered for sale _____
- 5. Was the sale between family members or otherwise related parties (i.e. friends)? Yes No
If yes, please explain: _____
If yes, did this factor affect the amount paid? Yes No
If yes, please explain: _____
- 6. Did the purchaser already own adjacent property? Yes No
- 7. Did the seller finance or waive any costs associated with the sale of the property? Yes No
If yes, what was the total amount of incentives from the seller (include waived commissions)? \$ _____
- 8. Was the purchaser motivated to buy at a higher or lower price? (e.g. multiple offers/location) Yes No
If yes, please explain: _____
- 9. Was the seller motivated to sell at a higher or lower price? (e.g. foreclosure/estate sale) Yes No
If yes, please explain: _____
- 10. Was any personal property included in the sale price? Yes No
If yes, please list item(s) and value assigned to item(s): _____
- 11. If the property was vacant at the time of sale, how long had it been vacant? _____
- 12. Is this a rental property? Yes No
If yes, how many units? _____ Amount of gross rent, assuming 100% occupancy? \$ _____
- 13. Was the purchaser already a tenant in this home? Yes No
- 14. If there are any reasons (including property condition, lot reconfiguration, cash purchase, etc.) why the sale price might not represent the actual value of this property, please explain: _____

PROPERTY CHARACTERISTICS

15. Choose one of the following to describe the overall condition of the property at the time of purchase?
 Fair Average Good Very Good

16. Have you made any changes to the property since purchased? (e.g. additions, renovations, demolitions)
 Yes No

If yes, please explain: _____

17. Indicate the number of each type of bedroom(s) and bathroom(s) per level (choose all that apply):

| | Number of Bedrooms | Half Bath (sink & toilet) | Half Bath with Shower (shower, sink, toilet) | Full Bath (tub & shower head, sink, toilet) | Full Bath with Shower (tub, separate shower, sink, toilet) | Additional Fixtures (e.g. extra bathroom sink, laundry sink, bar sink) |
|-------------|--------------------|---------------------------|--|---|--|--|
| Main Floor | | | | | | |
| Upper Floor | | | | | | |
| Bsmt/Lower | | | | | | |

18. Which of the following characteristics does the property have:

- Central Vacuum Fireplace Type: Gas Wood Electric Secondary Suite
 Uncovered deck _____ Approx. sq. ft. Covered deck _____ Approx. sq. ft.
 Covered patio _____ Approx. sq. ft. Sunroom _____ Approx. sq. ft.

19. What type of heating and cooling system does the property have? Check all that apply:

- Central Air Forced Air Hot Water Geothermal Electric Baseboard
 Other _____

20. Describe the basement finish development: Undeveloped Developed

- If the basement is developed, what is the percentage of basement finish? _____ %
- What is the quality of the finish in the basement in comparison to the main floor(s):
 Superior Equal Inferior

21. Indicate if the following are original to the property or estimate the year item(s) were remodeled or replaced:

| | Original | 0 – 5 Years | 6 -10 Years | 11-15 Years | 15+ Years |
|----------------|----------|-------------|-------------|-------------|-----------|
| Roof | | | | | |
| Siding | | | | | |
| Windows | | | | | |
| Flooring | | | | | |
| Kitchen | | | | | |
| Bathroom(s) | | | | | |
| Wiring & Panel | | | | | |

CERTIFICATION

All the information has been provided by me and is true, current and complete to the best of my knowledge.

 Registered Owner(s) Signature(s)

 Date Signed

 Telephone Number

 Email Address