

SIKSAY & FRASER
Sale Transaction - Questionnaire
Law Offices

To be returned to Siksay & Fraser as soon as possible. The following information will assist our office in the preparation of all documentation required for the sale of your property. Please complete the following and return this form to our office **IMMEDIATELY** by one of the following methods:

- fax to 905-666-3233, or
- scanned and emailed to angela.staff@rogers.com, or
- by mail in the enclosed, self-addressed, stamped envelope.

FULL NAME, OCCUPATION AND BIRTHDATE OF ALL VENDORS

This form assumes that there are up to two vendors. If there are MORE than two vendors, please provide all requested information for each vendor by adding the requested information for additional vendors as required.

As part of the Identification verification process required by the Law Society of Upper Canada, we must verify your occupation(s) and information related thereto. Please complete the following for each purchaser

<hr/> Last Name	<hr/> First Name	<hr/> Occupation
<i>For First Vendor</i>		<hr/> Employer name
<i>(this is Vendor 1 for the rest of this form)</i>		<hr/> Employer Full Address
		<hr/> Employer Phone Number
		Date of Birth: _____
		(Vendor 1) Day / Month / Year

<hr/> Last Name	<hr/> First Name	<hr/> Occupation
<i>For Second Vendor</i>		<hr/> Employer name
<i>(this is Vendor 2 for the rest of this form)</i>		<hr/> Employer Full Address
		<hr/> Employer Phone Number
		Date of Birth: _____
		(Vendor 2) Day / Month / Year

CONTACT INFORMATION

	<u>Vendor 1</u>	<u>Vendor 2</u>
Home Phone:	_____	_____
Business Phone*:	_____	_____
Mobile Phone:	_____	_____
Fax Number:	_____	_____
E-Mail Address:	_____	_____

* Please do NOT supply your business phone number if you are NOT allowed to take personal calls from us while you are work.

MARITAL STATUS ON CLOSING DATE

	<u>Vendor 1</u>	<u>Vendor 2</u>
Legally married to other vendor	<input type="checkbox"/>	<input type="checkbox"/>
Common law with other vendor:	<input type="checkbox"/>	<input type="checkbox"/>
Married, but NOT to other vendor and NOT separated*:	<input type="checkbox"/>	<input type="checkbox"/>
Single:	<input type="checkbox"/>	<input type="checkbox"/>
Separated, but NOT divorced**	<input type="checkbox"/>	<input type="checkbox"/>

* If married and not separated and your spouse is on title as a co-owner, please advise of your spouse's full name and whether this property is occupied as the family residence for each such vendor and their spouse:

Name of Spouse: _____

Was this your family residence? Yes No

** Assumes the other vendor is NOT the spouse from whom you are separated and that you have not resided at the subject property with the spouse from whom you are separated - if otherwise, please contact us.

DO YOU HAVE A SURVEY FOR THIS PROPERTY?: YES NO

If yes, please forward same to us with this completed questionnaire.

DO YOU HAVE A MORTGAGE AND/OR A LINE OF CREDIT ON THIS PROPERTY? YES NO

If you have answered "Yes", please provide the following details for all mortgages. This information is very important so that we can obtain proper discharge statements for the date of closing. The Mortgage Reference Number or Line of Credit Reference Number must be provided - this is critical. Please note that a Secured Line of Credit is considered to be a mortgage.

<u>Lender</u>	<u>Reference #</u>	<u>Servicing Address</u>	<u>Phone #</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

HOW IS THIS PROPERTY HEATED? GAS OIL ELECTRIC OTHER

Is there any tanked fuel? YES NO

If yes, then please provide the following information:

Name of Fuel Supplier: _____

Telephone Number of Supplier: _____

Cost of a FULL tank of Fuel: \$ _____.

Size of Fuel Tank: _____ litres.

Current cost per litre of fuel: \$ _____ per litre

Is fuel tank a rental?: YES NO

If fuel tank IS a rental, the rental amount is \$ _____, which has been paid for the period from _____ to _____.

(If you have multiple fuel tanks, please supply the same information for the other tanks on the reverse and check this box: MORE FUEL DETAILS ON REVERSE)

NOTE: If this property is heated by fuel oil or propane, please arrange to have the tank(s) filled on the day of closing. We will arrange to credit you, on closing, for a full tank of fuel in accordance with the above-figures - but you will pay all bills from the fuel supplier directly. It is therefore very important that you obtain from your fuel supplier the exact cost of a FULL tank of fuel, including GST, the tank size in litres, and the cost per litre of fuel.

DID SIKSAY & FRASER ACT FOR YOU WHEN YOU PURCHASED THIS PROPERTY? YES NO

If we acted for you, we will have some applicable documentation in our possession (such as the deed), unless you have had a new survey prepared, have re-mortgaged, or have otherwise dealt with the property without our assistance. ***If we did NOT act for you, please provide to us the final report which your lawyer provided to you after closing.***

REALTY TAXES:

This information is particularly important. Lawyers can no longer obtain verbal tax information on our client's behalf. It is imperative if you do not know the exact figures to be inserted below that you contact your municipal tax office and obtain the correct

