

SECTION 5-11 OF THE RULES REQUIRES A STRATA MANAGEMENT BROKERAGE AND ITS RELATED LICENSEES TO DISCLOSE TO A STRATA CORPORATION CLIENT ANY REMUNERATION* THEY EXPECT TO RECEIVE FROM ANYONE OTHER THAN THE STRATA CORPORATION AS A RESULT OF PROVIDING REAL ESTATE SERVICES TO THE STRATA CORPORATION.

*"remuneration" includes any form of remuneration, including any commission, fee, gain or reward, whether the remuneration is received, or is to be received, directly or indirectly.

PART A

Notice to (strata plan number)

PART B - DISCLOSURE

_____ is licensed under the *Real Estate Services Act* and hereby discloses to you that the brokerage will
(name of brokerage)
receive or anticipates receiving remuneration on an ongoing basis, from the persons identified, for the following services.

Strata Management Services

1. Provision of Form F-Certificates of Payment to owners or prospective purchasers (or authorized parties) as required by section 115 of the *Strata Property Act*. \$_____ to be received from the person to whom the Form F is provided.
2. Provision of Form B-Information Certificates to owners or prospective purchasers (or authorized parties) as required by section 59 of the *Strata Property Act*. \$_____ to be received from the person to whom the Form B is provided.
3. Provision of copies of minutes and/or bylaws or other strata corporation documents to authorized parties as per section 4.2(1) of the Strata Property Regulation. \$_____ per page to be received from the person to whom the minutes and/or bylaws or other strata corporation documents have been provided.
4. Priority Fees: An additional fee charged in order to provide the documents set forth in items 1, 2 and 3 above on a priority basis:
 - (a) within one (1) business day: \$_____
 - (b) within _____ business days: \$_____
 - (c) within _____ business days: \$_____
5. Fees as a result of recommending a service provider (such as a real estate licensee, insurance broker, notary public, lawyer or savings institution, or any other person providing other products or services) to the strata corporation _____ to be received from _____
(amount or method of calculation)
6. Fees as a result of referring the strata corporation to a service provider: _____ to be received from _____
(amount or method of calculation)
7. Other _____

PART C - SIGNATURES AND ACKNOWLEDGEMENT

This disclosure is made to you in compliance with section 5-11 of the Rules under the *Real Estate Services Act*, at

_____ on _____
(place) (date)

Name of Licensee _____ Signature of Licensee _____

Acknowledgement and Receipt

The undersigned acknowledges receipt of this Disclosure of Remuneration at _____ on _____
(place) (date)

Person to whom disclosure has been made _____
(name) (title) (signature)

Person to whom disclosure has been made _____
(name) (title) (signature)

A COPY OF THIS DISCLOSURE IS NOT REQUIRED TO BE PROVIDED TO THE REAL ESTATE COUNCIL UNLESS IT IS SPECIFICALLY REQUESTED.